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1981

ANNUAL WORK PLAN DIRECTIVES

U.S. DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

INSTRUCTION MEMORANDUM NO. 80-727

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1681 (640)

BUREAU OF LAND MANAGEMENT
WASHINGTON, D.C. 20240

August 21, 1980

Instruction Memorandum No. 80-727
Expires 9/30/81

To: WO Officials; SD's; SCD; BLM D-BIFC; Managers, OCS Offices

From: Director

Subject: FY 1981 Annual Work Plan Directives FD 10/10/80

Enclosed are general and specific state/office directives for preparing your FY 1981 Annual Work Plan (AWP). Also enclosed are tables that show your allocations of direct cost targets, average work-month costs, and ceilings for authorized full-time permanent positions, end-of-year temporary positions, and travel.

Program Priorities

The Issues Management System (IMS) and the Objectives and Workload Features sections of the general directives identify FY 1981 program priorities. You must give top priority to work associated with them and ensure that you meet your commitments within your base and one-time cost targets. The specific directives for each state also include a Priority Inventory/Planning/Environmental Schedule for FY 1981 through FY 1985. You should develop your AWP to meet these schedules.

Cost Targets

Because Congress has not yet passed Interior's FY 1981 Appropriations bill, these cost targets are based upon the FY 1981 President's Budget and the House Appropriations Committee report. (The Senate expects to report later this month.) In the AWP approval memo, scheduled to be issued no later than November 28, 1980, we will adjust the cost targets to reflect final Congressional action as necessary.

Also in that memo, we will adjust certain cost targets to reflect your FY 1980 end-of-year performance on actual costs vs. planned (as revised after mid-year review).

We based your FY 1981 base cost targets on your FY 1980 totals before mid-year review, less the FY 1980 one-time adjustments made in Instruction Memorandum No. 79-560 including Changes 1 and 2. These directives also specify FY 1981 changes to your base and one-time increases.

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Please ensure that any necessary program/workload changes you make are consistent with these directives, particularly for IMS and Congressional commitments.

Financial Management System Changes

The Introduction section lists 18 new subactivities and their appropriate components within the minerals, lands and realty, range, recreation, and general administration activities. This change elevates those components (such as coal leasing, withdrawal processing, wild horse and burros, wilderness, and law enforcement) that Congress has identified for strict cost control. These changes allow better planning and monitoring at the subactivity level with the least revision to the financial management system.

Cost Management

As you all know, overall program reductions of about $22 million were necessary in FY 1980. The main causes of our funding problems were higher than anticipated direct average work-month costs, less pay raise funding than anticipated, increased leave usage due to underestimates of growth in other-than-permanent employment, and increased fixed costs in common program services (4800) for space, utilities, communications (telephone, telefax and mailing), printing and reproduction, and transfer of duty station costs. (Our FY 1980 funding problems were not due to any state/office exceeding its AWP.)

As a result of our FY 1980 experience, we have increased FY 1981 average work-month costs substantially. We have also increased funding for bureau-wide leave surcharge and fixed costs. The result is less direct program funding capability in most subactivities. Your estimates of both costs and units of accomplishment should reflect this reality.

You are responsible for accomplishing the units of work in your AWP at the lowest overall cost and at acceptable standards of quality. You must also explicitly control and monitor: (1) travel ceilings, (2) the total amount planned for each subactivity in your procurement plan and equipment budget, and (3) the total amount planned for individual construction projects in each construction subactivity.

Because of the extreme stringency in our FY 1981 budget, it is imperative that every office and program:

1. Seek creative ways to do more with less;

2. Find every conceivable way to reduce fixed costs;

3. Manage costs as carefully at the beginning of the year as we do at the end; and

4. Live within available subactivity funding levels.

It is incorrect to assume that you will be able to "balance" subactivities at the end of FY 1981 within your available Management of Lands and Resources (MLR) cost targets. Such "balancing" was possible in past years because we had some flexibility Bureauwide. This is no longer the case. Because of current Congressional budget controls, organizational growth, and increased activity in all programs, we have reached the point where making such internal trade-offs is seldom possible. Furthermore, we cannot shift funds between subactivities without asking Congress for formal reprogramming, which has become increasingly difficult to justify and obtain.

We also intend to make two changes in the FY 1981 budget process to reduce the potential for another devastating mid-year review and to help you better control costs. First, we will hold mid-year review in March this year rather than in May. Second, you will receive in the AWP approval memo your FTP TO's and CPFT end-of-year ceilings, as usual, but you will also receive Full Time Equivalent (FTE) ceilings. (FTE is the new personnel accounting system which all Federal agencies must adopt. You will be briefed in October on this new system and its implications.)

Submission Requirements

Please submit your Annual Work Plan to the Director (640) and the Service Center Director (510) on October 10, 1980. These directives include a checklist of items required for the AWP submission. Please submit materials as follows:

1. To the Director (640), please provide marked-up checklist and 10 copies of narratives. Do not submit forms 1680-1, 1680-4, and 1680-5 with these copies. This year you need only submit one copy in a hard back binder with tabs by general and individual subactivity sections. The other nine copies do not need tabs, but they must be complete and properly collated. Please follow the standardized narrative format for all subactivities as described in the AWP Document Preparation Section of these directives.

2. To the Service Center Director (510), please provide one original of forms 1680-1, 1680-4, and 1680-5. Original copies are necessary to prevent data entry errors. Also, please submit one complete copy of your narrative without binder or tabs.

Ed Hartley

Associate Director

1 Enclosure:
Encl. 1 - FY 1981 Annual Work Plan Directives

FISCAL YEAR 1981 ANNUAL WORK PLAN
DIRECTIVES

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Eastern States Office .....
Alaska OCS .....
New York OCS .....
New Orleans OCS .....
Pacific OCS .....
Boise Interagency Fire Center .....
Service Center .....
Headquarters .....

FY 1981 AWP DIRECTIVES

Checklist for AWP Submission

Complete this checklist and include as the first page in the AWP Submission.

Item	Check if Included
1. Ten copies of State/Office Narrative Submission to Director (640). (See AWP Document Preparation Section for Proper Format)	( )
2. Original Copy of State/Office ADP Input Forms and One Copy of Narratives SCD-510	( )
3. Annual Work Plan (Form 1680-1)	( )
4. Procurement Plan (Form 1680-5)	( )
5. Equipment Budget (Form 1680-4)	( )
6. Land and Easement Acquisition Worksheet (Form 1680-15)	( )
7. Construction Worksheets (Form 1680-16)	( )
8. Strength-of-Force Plan (Form 9210-44)	( )
9. Fire Planning Summary (Form 1680-2)	( )
10. Strength-of-Force Summary (Form 1680-3)	( )
11. Identification of Proposed Minority Contracts on Procurement Plan	( )
12. Energy Conservation Program	( )
13. Training Plan	( )
14. All Data and Tables Requested in Individual Subactivity Directives	( )

INTRODUCTION

I. General

The FY 1981 Annual Work Plan Directives are arranged in the following order:

A. Table of Contents

B. Checklist: A checklist is provided which identifies major items required for complete AWP submission.

C. Introduction: This Section highlights procedures to be used in developing the AWP.

D. General: This section contains those directives that do not have specific subactivity funding or components within the Financial Mangement Structure.

E. General Subactivity and Component: This section contains the general subactivity and component directives that are common to all offices.

F. State/Office Specifics: .This section provides the specific directives to a particular State/Office. Included are Tables of Organization, Inventory/Planning/Environmental Schedules, and Specific Directives by subactivity and component. A summary table is provided at the end of this section showing subactivity cost targets, average work-month costs, and travel ceilings.

G. AWP Document Preparation: This section consists of draft BLM Manual Section 1681 which provides instructions for preparing the AWP input forms. This manual will be finalized during the first half of FY 1981.

II. Specific

A. State/Office Director Responsibilities

Each State/Office Director is responsible for:

1. Assuring that the AWP is prepared by subactivity within the available cost target allocations, and that the Operating Budget is executed within the WM's, procurement plan, and equipment budget approved for each subactivity.

2. Assuring that all specific directives and commitments set forth in these AWP Directives are included for accomplishment in the State's AWP, or that reasons for not including them are addressed in the narrative.

3. Issuing directives to District Offices specifically stating objectives to be achieved for each program with emphasis on programs receiving increases. End of year analyses and program evaluations will stress accomplishment of these program increase objectives.

4. Analyzing the consolidated State AWP submission to assure that all requirements of BLM Manual Section 1681 (see FY 1981 AWP Document Preparation Section) have been met.

5. Assuring that all cost estimates are made as accurately as possible with special emphasis on major construction estimates.

6. Assuring that consolidated State narratives have been prepared for all programs.

7. Assuring that a continuing review of cost coding is made and coding deficiencies are corrected. Fund allocation in succeeding years are influenced by prior year actual use so it is vital that coding reflects actual work performance. Extra effort will be required to assure that employees are familiar with the financial management system.

8. Accomplishing work in the Operating Budget at the lowest possible cost consistent with established quality standards. It is essential that all levels of management be alert to reducing the overall cost of units of work. Remember that you are responsible for units and for efficient use of resources, not total dollars except as defined in the cover memorandum. Demonstrated cost consciousness will continue to be a key factor in evaluating performance in AWP accomplishments. State AWP Directives must emphasize cost consciousness.

9. Assuring that all costs are accurately planned, with special emphasis on the distribution of costs to benefitting and/or initiating subactivities.

B. Annual Work Plans will be programmed on a subactivity-component basis using the cost coding system outlined in BLM Manual 1684. The instructions for completing the forms are found in this directive under the section titled AWP Document Preparation.

C. Average Work-Month Cost

The average work-month costs for each MLR subactivity are shown on the summary tables at the end of the State/Office specific directives. They have been calculated based upon actual FY 1980 use, plus approximately 10% for inflation, and have been rounded to one-hundred dollar increments.

Average work-month costs have not been assigned for non-MLR subactivities. State Office Program/Budget Analysts are assigned the responsibility for developing planned averages for these subactivities. Refer also the the 2100 general directives for additional guidance.

In States where there is substantial W/M cost differences between Districts or Offices (i.e. the Phoenix Training Center or Districts which plan to have major changes in the amount of stores issues), State Program/Budget Analysts should develop individual office average W/M costs which may be higher or lower than the Statewide subactivity average. Care should be taken to assure that any necessary differences will balance to the assigned Statewide average.

D. Procurement Plan

The Procurement Plan will be developed based on all anticipated procurements which utilize the document types outlined below. Average work-month costs include all costs except the eight document types listed below.

Procurements utilizing the following documents types must be planned in the Procurement Plan:

Document	BLM Manual 1321 Code
Aircraft Use (Non-OAS)	AC
Aircraft Use (OAS)	AU
Contracts	CT
GPO 1/	GP
GSA Printing	GR
Lease for Real Property	LS
GSA Work Orders	GW
Interagency Agreements	IA
Memorandum of Agreements	MA
Requisition/Oral Order/Purchase Order	PH
Transfer Between Funds (SF-1080, 1081, 1097)	TF
Stores Purchases Regardles of Document Type	

1/ All Federal Register notices are programmed in the Headquarters AWP.

To facilitate the development of the Procurement Plan, all procurements costing less than $2,000 each will be aggregated by subactivity and entered as Item 1 for each office. Procurements costing more than $2,000 each will be listed individually on the Procurement Plan. Aircraft use must be entered as Item 2 for each office to facilitate the handling of the charges when they reach the SC. Refer also to the general and specific directive for additional guidance in preparing the procurement plan for the acquistion subactivities (2140/6140/9400).

Procurement Status Report information will be obtained from the Document Face Sheet (1310-5). You will be required to enter the procurement plan number in the remarks column of the Document Face Sheet.

E. Equipment Budget

The Equipment Budget, Form 1680-4, remains unchanged from FY 1980. The Service Center, States, BIFC, and OCS Offices may program up to $10,000 for miscellaneous contingency equipment. This item can be planned in more than one subactivity, but the total for all subactivities cannot exceed $10,000. When an order for capitalized equipment is submitted, the equipment budget number must be included in the remarks column of the Document Face Sheet (1310-5).

F. Furniture

Only furniture included in your recently completed FY 1981 Furniture Requirements and Expense Plan can be requested in your Equipment Budget. No furniture will be procurred in FY 1981 until the Department of the Interior consolidated furniture plan is approved by OMB.

G. Lease-Purchase Equipment

All equipment on multi-year lease purchase agreements (when the equipment will not be fully paid for in one year), must be shown on the procurement plan with only the amount of funds that will be obligated in the current fiscal year. On the last year of the agreement, (the year the equipment is fully paid for and received), the equipment must be shown on the equipment budget with only the amount of funds that will be obligated in the current fiscal year.

An example of a three year agreement for a $9,000 item is as follows:

Fiscal Year	Funding	Plan
1981	$3,000	Procurement
1982	3,000	Procurement
1983	3,000	Equipment
Total	$9,000	

H. Unliquidated Obligations

Cost targets for MLR subactivities shown on the tables are based on the assumption that unliquidated obligations brought forward at October 1, 1980, will be equal to the unliquidated obligations at September 30, 1981. Unliquidated obligations by component code for activities/subactivities other than MLR will be furnished about November 15, 1980. Upon receipt of this data, each office will make any necessary revisions to planned cost targets to reflect the unliquidated obligations and submit amended AWP input forms to the SC.

I. Work-Months for PFT Positions

Prepare your AWP's using 10 WM's (direct) for each permanent position. Leave surcharge has been deducted from cost targets shown on the tables. For activities where average work-months costs are not provided, utilize the figures shown for a related activity.

J. Travel Ceilings

In determing travel ceilings for FY 1981, we utilized the FY 1980 travel ceilings after MYR adjustments as the base. The ceilings as reflected in the directive include adjustments where possible for increased program activities. The ceilings include all travel except the following activities: 4600 - Firefighting and Rehabilitation, 4900 - Reimbursements, 9400 - Land and Water Conservation Fund, and 9600, 9700, 9800 - Forest Management and Utilization (Forest Service).

K. Planning and Coding of Time by Fire Crews Engaged in Nonfire Work

The policy established in FY 1978 requiring that fire crews used on projects planned in the AWP charge their time to the benefitting activity remains unchanged. However, this policy does permit the use of fire crew labor for projects which are not in the AWP and charging such labor to 4360, 6360, or 4610. Material, travel, and other incidental costs are to be charged to the benefitting activity.

For AWP purposes, integrity in the planned application of this policy is essential. This means that you should anticipate the amount of time, based on recent years history, that fire crews are likely to be available for other work. Based on this estimate, you should plan projects, including fire crew work-months, in the benefitting activity. The alternative of using crews on projects not in the AWP should only be used when crew availability exceeds your estimate due to a below normal fire year.

L. Inventory Coding Policy

The following policy regarding the programming and coding of inventory related work-months and other costs is to be followed in developing your Annual Work Plan:

1. Multiple Use Planning:

Inventory data or information collection in support of multiple use planning (new RMP's, transition MFP's) will be borne by each subactivity.

2. MFP Amendments:

Inventory data or information collection in support of MFP amendments will be funded by the subactivity driving the amendment. For example in FY 81, MFP amendments relating to the wilderness program will be funded by 4332. As it relates to this policy, an amendment is defined as a change in a portion of a completed plan.

3. Activity Plans:

Inventory data or information collection in support of activity plans will be funded by the program initiating the action.

4. Monitoring in Support of Multiple Use Plans:

Inventory data or information collection in support of approved MFP's or RMP's will be funded by each subactivity.

5. Monitoring in Support of Activity Plans:

Inventory data or information collection in support of activity plans will be funded by the program initiating the activity plan.

6. Special Cases:

Inventory data or information collection in support of special activities (i.e. oil and gas leases, lease by application in coal) that are outside existing MFP's are funded by the benefiting activity. For additional guidance in FY 1981 refer to the 4112 - Coal Leasing general directives item D.

M. Calculation of Cost Target Capability

There are several parts to the calculation of cost target capability, i.e., Average Work-Month Costs, Procurement Costs, and Equipment Costs. These items must be factored into each subactivity cost target to insure that the target is not exceeded. The bottom of Annual Work Plan Form 1680-1 provides the format for the reconciliation.

N. AWP Coordination with State Government

State Directors, upon receiving an approved AWP, will arrange a briefing of State Governors and their staffs to explain those BLM activities planned in FY 1981 in their respective jurisdiction.

This will include major projects and undertakings with approximate dollar and people commitments. Director, ESO may use discretion in those particular States to be briefed. OCS Office Managers will coordinate their State government contacts through AD-Energy and Minerals Resources who will provide appropriate direction on lease sales, data collection efforts and special studies programmed offshore of respective State coastlines.

The use of broad dollar figures is necessary, because of the State and Congressional District Report which is developed in December for Congressional information. The Congressional Report does not reflect Program Services as a subactivity but has it factored into each line subactivity in the President's Budget. Also the funds for annual leave, sick leave, etc., are shown in the report (estimated) but they are not reflected in your cost targets.

O. AWP Revisions Policy

The following guidelines apply to the determination of whether or not HQ approval will be required for AWP revisions in FY 1981.

Revisions not requiring HQ approval

- Conversion of unplanned permanent work-month lapse to additional nonpermanent work-months in the same activity.

- Equipment budget substitutions within a subactivity involving items with a unit cost of $10,000 or less. (Equipment budget amounts by subactivity are controlling). Send information copy to HQ 640.

- Procurement plan substitutions within a subactivity and component (total budget amounts by subactivity and component are controlling).

  Send information copy to HQ 640.

- Revisions to reflect unliquidated obligations (in non-MLR subactivities).

- Trade-offs between WM's, procurement plan, and equipment budget up to $10,000 (total budget amounts by subactivity and component are controlling). Send information copy to HQ 640.

Revisions requiring HQ approval

- Any change in cost target other than unliquidated obligations.

- Any change in planned units.

- Any change involving trade-offs between WM's, equipment budget or procurement plan exceeding $10,000.

P. Job Documentation Reports for FY 1981 jobs will be prepared and submitted through the State Directors to the Service Center (D-460) as a supplement to the Annual Work Plan.

Q. Changes to Component-Job Code Handbook (1684)

The Component-Job Code Handbook will be reprinted and distributed as soon as possible. Job Code 34 (Title Transfer) was added to Component 43 (Horses & Burros) during FY 1980. There are also six additional jobs added to the system for use with subactivity 4410 - Planning, Component 60 (Multiple-Use Resource Planning).

These CJC's are an interim measure (FY 1981) to accomodate work in response to the new planning regulations. Definitions and workload measures related to the codes are as follows:

	Workload/Output Measures
6084 Issue Identification/Plan Criteria	Number
Includes all costs associated with pre-planning analysis, scoping, issue identification, and planning criteria. REPORT PROGRESS when planning criteria are approved by office chief.	
6085 Management Situation Analysis	Number
Includes all costs associated with the development of the MSA. REPORT PROGRESS when the MSA is completed.	
6086 Plan Alternatives Selection	Number
Includes all costs associated with the development and analysis of plan alternatives, and completion of the Resource Management Plan. REPORT PROGRESS when the RMP is approved by office chief.	
6087 Plan Amendment	Number
Includes all costs associated with the Development of a RMP Amendment. REPORT PROGRESS when plan amendment is approved by office chief.	
6088 Plan Protests	Number
Includes all costs associated with protests to RMP's and amendments. Includes all work on such plans resulting from protests. REPORT PROGRESS when final action has been taken at the office level on each protest.	
6089 Plan Monitoring	Number
Includes all costs associated with monitoring and evaluating RMP's and amendments. REPORT PROGRESS when monitoring and evaluation reports have been completed and made available for public review.	

Several subactivities have been added to Management of Lands and Resources (MLR). A complete listing of subactivities and related component for MLR follows:

Activity Structure for FY 1981

MANAGEMENT OF LANDS AND RESOURCES

Subactivity	Title	Components
4111	Oil and Gas Leasing	01, 10
4112	Coal Leasing	01, 11
4113	Geothermal Leasing	01, 12, 14
4114	Oil Shale Leasing	01, 13
4120	Energy - Offshore	01, 10, 12
4131	Mineral Materials	01, 20
4132	Mining Law Administration	01, 21
4133	Mineral Leasing	01, 22
4140	Nonenergy - Offshore	01, 20, 22
4211	Energy Realty	01, 30
4212	Nonenergy Realty	01, 31, 36
4213	Withdrawal Processing	01, 32, 35
4310	Forest Management	01, 40, 41, 42
4321	Wild Horse & Burro	01, 43
4322	Grazing	01, 44
4331	Natural History & Cultural	01, 45, 47
4332	Wilderness	01, 48
4333	Recreation & Visual	01, 46, 49, 50, 51
4340	Soil, Water, & Air	01, 52, 53, 54, 58, 59
4350	Wildlife Habitat	01, 55, 56, 57, 58
4360	Fire Management	01, 70
4410	Planning	01, 60
4420	Data Management	01, 05, 06, 61, 62
4510	Statutory Surveys	01, 65, 66, 67, 68
4520	BLM Program Surveys	01, 65, 66, 67, 68
4530	FS Program Surveys	01, 65, 66, 67, 68

Subactivity	Title	Components
4610	Fire Presuppression	01, 05, 70
4620	Fire Suppression	05, 70
4630	Emergency Operations	71, 72
4720	Equal Employment	02, 03
4730	General Administration	02, 03
4740	Law Enforcement	04
4800	Common Program Services	02, 03, 05, 70

ISSUES MANAGEMENT SYSTEM (IMS)

I. General

The Issues Management System (IMS) is the Bureau's primary management system used to identify and track accomplishment of highest priority objectives. Issues are identified; top management concurs in their being put in the IMS; milestones, target dates and responsibilities are established; and the issues are monitored monthly throughout the year. The IMS includes items identified by the Secretary through his Critical Issues Management System (CIMS), and by the Director through the Bureau's Issues Management System (BIMS). Other priority issues are identified through the Inventory/Planning/Environmental schedule and by various resource programs, and are shown in each State's directives.

The IMS issues for FY 1981 are listed by program under "Specifics" below. Priority has been given to IMS issues in developing cost target allocations. Office/State Directors must ensure IMS issues are planned for completion with available funding, deferring work on lower priority items if necessary.

II. Specifics

The following items are IMS issues to be included in the FY 1981 Annual Work Plans:

A. 4111 - Oil and Gas Leasing
- Western Arctic Management Area (formerly NPR-A)
- Implementation of Simultaneous Leasing Procedures

B. 4112 - Coal Leasing
- Federal Coal Management Program
- Utah Power and Light Exchange

C. 4114 - Oil Shale Leasing
- Oil Shale
- Tar Sands

D. 4120 - Energy Offshore
- OCS Leasing

E. 4212 - Non-Energy Realty
- FLPMA Regulations
  - Exchanges
  - Withdrawals
  - Leases and Permits
- Withdrawal Review
- Alaska Land Conveyances
- MX Missle
- State In-Lieu Selections

F. 4213 - Withdrawal Processing
- Withdrawal Review

G. 4310 - Forest Management
- Timber EISs and Decisions

H. 4322 - Grazing
- Rangeland Regulations
- Range EISs and Decisions

I. 4331 - Natural History and Cultural
- Archaeological Resource Protection Act Regulations

J. 4332 - Wilderness
- BLM Wilderness Program

K. 4340 - Soil, Water, and Air
- Desertification

L. 4350 - Wildlife Habitat
- Birds of Prey Natural Area

M. 4410 - Planning
- California Desert Plan
- Social and Economic Analysis Guidelines

N. 5100 - Expenses ROW Processing
- West to East Crude Oil System
- ETSI Coal Slurry Pipeline
- Allen-Warner Valley Energy System
- BISTI Power Complex

O. 9800 - Cadastral Surveys
- Cadastral Survey Coordination and MOU Implementation

P. All Appropriate Activities
- Trespass Policy Plan and Implementation

Q. Other
- BLM Historical Project

FY 1981 OBJECTIVES AND WORKLOAD FEATURES

The following adjustments reflect proposed increases and decreases within the Management of Lands and Resources (MLR) appropriation for fiscal year 1981. These proposed adjustments are reflected within the cost targets contained in the AWP directives. The dollar figures represent the net differences between the revised President's Budget and the House Report. The workload features represent additional units of accomplishment above the FY 1980 levels.

FY 1981 Proposed Increases

1. Coal (+$4,010,000)

   Objectives: To carry out all aspects of the new Federal Coal Management program, with emphasis on being able to lease substantial amounts of Federal coal beginning in early 1981.

   Workload Features: Funding provides for existing lease administration, processing of 10 preference right lease applications, and 9 emergency lease applications, development of 9 site specific EIS's, and processing of 3 exchanges, as well as addressing new leasing initiatives.

2. Oil and Gas (+$5,694,000)

   Objectives: Address the increasing workload in the onshore oil and gas program resulting from growing industry interest in leasing, exploration and development.

   Workload Features: Issue 600 leases, review 900 development plans, conduct 1,200 compliance checks, process 3,100 assignments, and accomplish those activities pre-requisite to holding a competitive oil and gas lease sale in the National Petroleum Reserve Alaska in conjunction with expected authorizing legislation.

3. Geothermal (+$181,000)

   Objectives: Provide increased capability for issuance, compliance and monitoring responsibilities required in conjunction with Geothermal leases.

   Workload Features: Conduct 2 competitive sales, issue 15 competitive and 25 noncompetitive leases, conduct 50 compliance checks and process 7 direct use applications and 3 powerplant license applications.

4. Energy Offshore (+$1,783,000)

   Objectives: Assure maintenance of the environmental integrity of the areas affected by OCS activities and address data needs of OCS decisionmakers related to critical decision points in the OCS leasing and development process.

   Workload Features: Develop and complete environmental studies related to the proposed five year leasing schedule. These studies generally address geologic and oceanographic hazards, physical transport mechanisms, biological reconnaisances, and endangered species research.

5. Mining Law Administration (+$525,000)

Objectives: Continue implementation of regulations (43 CFR 3802) on surface management on mining claims in wilderness study areas which were final in May 1980 and implement the broader regulations (43 CFR 3809) for all public lands which should be final early in FY 1981.

Workload Features: Review 500 plans of operation.

6. Non-Energy Related Realty (+$641,000)

Objectives: Increase the processing of land use and land tenure authorizations to provide improved responsiveness to the public.

Workload Features: Process 820 land cases.

7. Wild Horses & Burros (+$1,380,000)

Objectives: Provide capability for removing excess wild horses and burros from the public lands for adoption.

Workload Features: Operation of 2 additional distribution centers, process the adoption of 2,100 animals, remove 2,000 excess animals from the public lands, conduct 194 compliance checks following adoption, and develop one herd management plan.

8. Grazing Management (+$5,715,000)

Objectives: Develop on-the-ground improvement projects to implement grazing allotment management plans on areas where grazing EIS's have been completed.

Workload Features: Prepare one additional grazing EIS, inventory an additional 200,000 acres, implement an additional 130 AMP's and supervise an additional 270 AMP's.

9. Wildlife Habitat Management (+$3,443,000)

Objectives: In cooperation with State wildlife agencies, implement wildlife habitat management plans for improvement of wildlife habitat.

Workload Features: Implement an additional 22 wildlife habitat management plans.

10. Soil, Water and Air Management (+$5,493,000)

Objectives: Initiate an active water use identification and quantification program to protect and retain water for public land uses.

Workload Features: Identify and quantify for current and future use 14,800 water uses and increase maintenance capability for existing watershed improvements.

11. Natural and Cultural Resource Mgt. (+$1,106,000)

Objectives: Protect cultural, historical, and archaeological sites from deterioration and vandalism.

Workload Features: Provide site protection for 20 cultural properties, issue 40 permits, and conduct 1.6 million acres of on-the-ground field inventory.

12. Wilderness Management (+$1,421,000)

Objectives: Prepare studies in potential energy areas to determine which areas should be recommended for wilderness preservation and which areas should be returned to multiple use management.

Workload Features: Initiate wilderness studies on 10 potential energy areas with special emphasis on the Overthrust Belt.

13. Multiple Use Planning (+$1,560,000)

Objectives: Prepare multi-resource plans in support of the schedules for rangeland management, coal leasing, wilderness studies, and exploration and development of oil and gas resources in the proposed Western Arctic Management Area.

Workload Features: Complete plans for two areas needed to meet the range and coal schedule and 15 amendments to meet the wilderness study schedule. The proposed legislation to establish a Western Arctic Management Area (WAMA) would require the preparation of a plan for exploring for and developing oil and gas resources while assuring protection and use of important surface values and resources. The proposed increase would permit preparation of this plan on which to base an Environmental Statement, all within 16 months after legislation passes.

14. Data Management (+$892,000)

Objectives: Provide for the installation of automated data processing equipment and the expansion of the telecommunications network.

Workload Features:

Install automated data processing equipment in 1 field office, purchase terminals for 10 field offices and expand the telecommunication network to an additional 30 offices.

15. Law Enforcement (+$819,000)

Objectives: Initiate additional cooperative agreements with other law enforcement agencies.

Workload Features: Sign 15 cooperative agreements and investigate 230 cases in conjunction with enforcing Federal, state and local laws on public lands.

FY 1981 Proposed Decreases

1. Energy-Related Realty (-$1,279,000)

The President's Budget reflects a $1,279,000 reduction within the energy-related realty program. This reduction will decrease the work-months utilized in casework. Due to the development of new methods for rights-of-way issuance and authorization, fewer work-months are required for casework completion. However, due to the new methods and increased efficiencies in general, it is anticipated that case work numbers will not be reduced, but costs will be substantially reduced; thus, this is reflected as a reduction in the budget.

2. Recreation Resource Management (-$324,000)

The President's Budget reflects a $324,000 reduction within the recreation resource program. This reduction will decrease the work-months utilized in use supervision.

APPROVED NONTRAINING MEETINGS, CONFERENCES, AND WORKSHOPS

I. General

The following list of meetings, conferences and workshops has been approved for Fiscal Year 1981. It is possible that several more will be added to this list at a later date. Meeting outlines (Form 1680-13) along with any additional approved meetings will be transmitted by separate Instruction Memorandum.

The location of several meetings on the list have not been established and are listed as T.B.A. pending an economic analysis on a central location for most meetings, conferences and workshops. This analysis should be completed within the next few weeks.

It should be emphasized that this listing is for your subscription and in no way mandatory. State Director's decisions on attendence should be based on need, availability of travel funds, and staff time. Submission of a listing of proposed attendees is not required. Appropriate HQ lead offices will coordinate attendance approval and notification of additional information concerning individual sessions.

APPROVED NONTRAINING MEETINGS, CONFERENCES, AND WORKSHOPS

	Title	Location	Date	Attendance	Target Group	Duration
1.	EEO Workshop	Denver, CO	June 81	25	HQ EEO Staff, State Federal Program Managers and State EEO Officers, OCS EEO Coordinators	3 days
2.	Planning and Environmental Coordinators Workshop	T.B.A.	T.B.A.	30	Staff P&EC Staff Team Leaders	5 days
3.	Air Quality Workshop	T.B.A.	October 80	15	BLM Air Quality Spec. Rep. from NPS, FS, EPA & FWS	3 days
4.	Range Program Workshop	T.B.A.	November 80	50	SO & DO Range Spec. SO Resource Chiefs	5 days
5.	Forestry Workshop	Spokane, WA	October 80	20	S.O. Forestry Staff Dist. Resources Staffs H.Q. Forestry Staff	3 days
6.	Withdrawal Review Meeting	T.B.A.	March 81	25	W.R. Coordinators, SO Branch Chiefs (Res. & Tech. Serv.) Other Fed. Agency W.R. Program Rep.	3 days
7.	Wild Horse & Burro Workshop	Reno, NV	January 81	20	S.O. & D.O. WH&B Spec. Public Affairs Staff Res. Prot. Staff	3 days
8.	Wilderness Workshop	T.B.A.	March 81	30	HQ, SO, DO Wilderness Staff; field line managers	5 days

APPROVED NONTRAINING MEETINGS,
CONFERENCES, AND WORKSHOPS (Cont.)

9.	Oil & Gas Leasing Workshop	Cheyenne, WY	T.B.A	30	BLM Adjudication and Records Personnel - Res. from FS & USGS with Oil and Gas Resp.	5 days
10.	Nonenergy Minerals & Surface Management Workshop	T.B.A.	T.B.A.	40	S.O. Surface Prot. Spec. S.D. & D.O. Minerals Spec. HQ Minerals Staff	3 days
11.	Field Committee & ADP Coordinators Meeting	Phoenix, AZ	October 20-24, 80	30	Assoc. Dirs., HQ, S.O., BIFC, DSC, ADP Coordinators	3 days
12.	S.V.I.M. Meeting	Denver, CO	January 81	20	S.O. & D.O. Personnel with S.V.I.M. Respons.	5 days
13.	Telecommunications Conf.	Phoenix, AZ	October 27-31, 80	20	HQ, S.O., BIFC., DSC, Telecom and ADP Coord.	5 days
14.	Cadastral Workshop	T.B.A.	March 81	30	S.O. & H.Q. Cadastral Staffs	4 1/2 days
15.	Post Season Fire Review	Boise, ID	November 80	25	S.O. & D.O. Fire Mgmt. Personnel	5 days
16.	Procurement Workshop	T.B.A.	March 81	25	H.Q., S.O., BIFC Proc. Staffs, Mgmt. Serv. Chiefs	3 days
17.	Management Serv. Chiefs Workshop	Wash., D.C.	December 80	15	S.O. O.C.S. BIFC Mgmt. Serv. Chiefs	5 days

AREAS OF CRITICAL ENVIRONMENTAL CONCERN (ACEC's)

I. General

Now that final ACEC guidelines have been issued (via OAD No. 77-77, Change 2, July 3, 1980), all planning efforts in FY 81 are to incorporate the ACEC policy and procedures. This important special management tool will be used during the development of resource management plans to identify, designate, and provide special management attention to important natural and cultural resources and to protect life and safety from natural hazards. The ACEC process is an integral part of resource management programs that have a primary management objective of protecting important environmental resources.

Emphasis should be placed on implementing the special management requirements of all designated ACEC's and closely monitoring the results of that implementation.

During FY 81, a copy of draft ACEC plan elements will be sent to the Director (430). The purpose for this requirement is to monitor the application of the policy and procedures guidelines. However, Washington Office approval of ACEC plan elements is not required for designation.

II. Specific

A. Details. FY 81 is going to be a key time for field input to further developing the ACEC process. While the ACEC guidelines provide general policy and procedures, more specific guidance is necessary for full implementation. Therefore, each State should allocate one work-month, including travel and per diem for three details, to the Washington Office or other selected field location, for the purpose of developing specific planning and program requirements for the ACEC process. The names of the selected detailees will be requested at a later date.

B. Training. At least three people from each State should attend BLM training course 8500-5 on the ACEC process. The ACEC coordinator in each State and as many District ACEC coordinators as possible should attend the ACEC instructors training course (8500-1). Each State will conduct in-State training on the ACEC process, after the Bureauwide ACEC instructor training.

C. Cost Coding. ACEC work will be charged to the benefiting resource programs, according to the work performed. "Overhead" ACEC work, not directly attributable to a benefiting program, will be prorated to all MLR subactivities that will participate in ACEC work based on the percentage allocation of these subactivities within MLR in each State. In addition, use special project code "ACEC" for all ACEC work.

COOPERATIVE RELATIONS

A. National Public Lands Advisory Council

National Advisory Council meeting locations are decided at each meeting of the Council, for the subsequent meeting. Thus, locations for the FY 1981 meetings are not yet known. State Offices will be asked to provide support to the Council if a location in their state is selected for a meeting of the NAC. Such support will normally include public affairs, clerical and logistical support for the meeting. As soon as locations of FY 1981 meetings are known, the Office of Cooperative Relations will notify appropriate state offices and provide details concerning desired assistance.

B. Public Participation

1. League of Women Voters Education Fund Contract

This contract provides for the contractor (LWVEF) to do five things:

a. Produce a participation guide, to assist members of the public in understanding and participating in BLM's grazing EIS processes, and related resource management planning processes.

b. Conduct two forums on public participation that present and address comprehensively the experience and results of this project. The first forum will be in Boulder, CO, October 1-3, and attended by representatives of State offices directly involved in the project.

c. Produce and distribute four land-use letters explaining public participation opportunities in BLM planning and grazing EIS processes, and other related aspects and issues of rangeland management.

d. Provide public participation materials, methods and assistance in a number of selected BLM planning areas in five states for BLM planning and grazing EIS processes.

e. Provide an evaluation report at the completion of the project, on the strategy and execution of public participation aspects of BLM's planning and grazing EIS processes in the selected planning areas, and on the use of the participation guide by BLM and the public.

AZ, ID, WY, MT and NV are directly involved with Item d. above. Other SO's may find information in this contract useful for other Bureau participation processes.

An information memo will be issued early in the fiscal year informing all SD's of: what we expect the contract to accomplish, similar contracts with other agencies, excerpts from the contract, and specific authorities requiring public participation.

2. Public Participation Training Opportunities.

Training (not identified in training catalogue) includes:

a. Public Input Analysis--Designed to provide BLM personnel at District levels training on participation principles, methods, and problems in significant BLM decision processes; assist BLM participation experts with new systems for collecting, analyzing and evaluating public input. Attendees will be a USFS/BLM mix at each session. An information memo will be issued adding this course to the training catalogue. Locations and dates: New Orleans, LA, 12/3-5/80; Portland, OR, 1/21-23/81; Phoenix, AR, 2/4-6/81; Denver, CO, 2/18-20/81.

b. Conflict Management. Designed to give BLM line managers a new option in major environmental disputes, this program is being developed with assistance from National Park Service, HCRS, USGS, CEQ, the Department, and the American Arbitration Association. Participants in each session will be a USFS/BLM mix. An information memo will be issued adding this course to the training catalogue. Locations and dates: Missoula, MT, 1/18-20/81; Albuquerque, NM, 3/15-17/81; Reno, NV, 4/5-7/81.

3. Public Participation Manual.

A draft of this Manual material is scheduled for release for Bureau review and comment early in the fiscal year. SD's will be asked to identify public participation coordinators and alternates for their States.

4. Public Participation Outreach Program.

The W.O. plans to produce a monthly report highlighting the Bureau's proposed and ongoing significant decision processes. This service will identify major participation opportunities, such as invitations for public comment on such proposed actions as rules, policy statements, plans, EIS's, programs, procedures, and legislation. This service will be designed to provide a means by which publics can gain access to BLM, communicate their concerns, and otherwise participate in these decisions. Information for this service will be gathered by phone or electronic mail. SD's will be asked to designate representatives and alternates in each State, District and Area office, early in the fiscal year.

5. Public Participation Brochure.

The WO is developing a program to improve the quality and scope of public and other-agency participation in significant BLM decisions. The brochure will explain what the Bureau's public participation policies and program are, how citizens and groups can become a part of the program, and how they can have opportunity to affect the outcome of significant Bureau decisions. SD's will be asked to review this publication in draft.

6. Survey of BLM Line Managers.

A preliminary assessment of the Bureau's public participation program training needs, issues and problems, and goals was made by some 60 BLM officials who attended a BLM Management Meeting in Phoenix, in February 1980. A second-phase assessment was initiated during the summer of 1980 with BLM Area Managers and other staff. The results of the survey will be used in improving the quality and scope of BLM's participation program. An analysis of inputs is expected to be completed early in the fiscal year.

C. Volunteers Program

1. A draft OAD is scheduled to be issued late in FY 1980.

2. A workgroup will convene early in FY 1981 to put the OAD in final form, develop application of forms, slide presentations for orientation of volunteers and solicitation of volunteers, and a brochure. Each SD will be asked to recommend a volunteer coordinator for his State.

D. Local Government Cooperative Participation Project

The W.O. is developing a two-year project to improve the understanding by both Bureau and local-govenment people of their respective decisionmaking and participation processes. County government professional staff and elected officials will join with Bureau representatives to develop and carry out (1) several field projects designed to demonstrate ways local governments can be more effective participants in Bureau planning, regulation and management; (2) training of Bureau and local-government people in more effective two-way communication, problem prevention, and conflict resolution, and better mutual understanding of Bureau and local-government operations, and (3) several publications including demonstration-project reports and participation guides to assist local-government officials in participating in BLM decisions. Several project areas will be selected for these demonstration projects from among candidate projects proposed by BLM SD's and county government officials.

ENERGY CONSERVATION

I. General

The Department is developing guidelines for the FY 1981 Energy Conservation/Management Program Plan. As in the past, each Bureau will be asked to provide energy consumption projections for the new fiscal year. The format for submission of these projections will be provided in a forthcoming Instruction Memorandum.

II. Specific

A. The following action items have been identified that will impact your workload in FY 81:

1. 10 CFR 436 which is entitled, "Federal Energy Management and Planning Programs" requires that technical surveys be performed on a representative sampling of Bureau-owned buildings over 5,000 gross square feet by December 31, 1983. In FY 81, we are planning the completion of technical surveys for 30 buildings by March 31, 1981. Specific directions will be forthcoming in a separate Instruction Memorandum which will identify the buildings to be surveyed.

2. By December 31, 1980, complete a preliminary energy audit for each Bureau-leased building. A separate Instruction Memorandum will be issued to provide guidance in accomplishing this action item.

3. Development of a 10-Year Buildings Plan for each facility within your purview by June 30, 1981. (Reference Instruction Memorandum 80-361 with enclosures dated March 13, 1980). A copy of our Bureauwide 10-Year Buildings Plan along with supplemental guidelines will be provided in a separate Instruction Memorandum.

4. Development of an inventory of special demonstration projects. These are projects structured to demonstrate the application of new technologies which offer the potential for widespread use throughout the Bureau and/or Department to advance energy conservation in the future. Examples include use of electric vehicles; use of solar heating, cooling, and/or electrical generation; conversion of oil and gas use to coal or its derivatives; and use of high efficiency heating and pumping devices. A separate Instruction Memorandum will be issued with formats to be used in reporting completed special demonstration projects and to provide a mechanism for reporting planned future projects. The inventory of special demonstration projects is to be completed by September 30, 1981.

B. The format for reporting energy consumption each quarter is being revised in order to obtain more specific information on buildings and vehicles.

C. Time and effort required will vary among States and is over and above the normal effort expended to implement and submit the required quarterly reports. Submit your estimate of the time needed to accomplish an effective energy conservation program in your State/Office in the following format:

WORK ITEMS	ANTICIPATED EFFORT WORK HOURS
*Technical Surveys (Item A1)	
*Preliminary Energy Audits (Item A2)	
10-Year Buildings Plan (Item A3)	
Special Demonstration Projects Inventory (Item A4)	
Monitoring and Reporting	
Other (specify)	
Total Hours:	

*Advance building information has been sent to State Office energy coordinators to help identify work hours needed to complete the surveys and audits.

EVALUATION

I. General

a. The Office of Program Evaluations has initiated an indepth review of the Bureau's policy on evaluations. The review should result in improvements in the quality of evaluations by (1) developing program wide objectives, (2) increasing delegation of and accountability for program improvements, (3) clarifying the goals and procedures of evaluations, and (4) coordinating evaluations more consistently with other program operations.

b. State Offices, DSC, and OCS offices should program the necessary work-months to facilitate the WO evaluation schedule outlined in these directives. Details are provided in State specifics.

c. States should focus their own evaluation effort towards evaluations which concern program quality control.

II. Special Attention Items

a. State offices can plan on the traditional schedule of 3 days interviewing and records review in the SO and 2 days in each DO identified, for WO conducted GMEs and multifunctional evaluations. On GME's, questionnaire surveys will be requested from Bureau employees.

b. For program evaluation studies conducted by the WO, each SO should plan for some contact in connection with these evaluations. For program evaluations studies conducted by WO involving visits to states and districts, total state involvement should not exceed 3 work-months per SO for all personnel contacted by evaluation teams during FY 1981.

c. WO 630 will fund all team member travel directly related to completion of scheduled evaluations.

II. FY 1981 Evaluation Schedule

The schedule of Washington Office Evaluations is outlined as follows:

A. General Management and Multifunctional Evaluations

State	Type	Dates
Utah	GME	Dec. 1-12, 1980
Oregon	Planning and Environmental Coordination	Jan. 5-16, 1981
Montana	GME	March 16-27, 1981
New Mexico	GME	April 20 - May 1, 1981
Colorado	Resources	May 18-29, 1981

B. Bureauwide Program and Special Evaluations

Subject	Dates
ADP	Oct. 6 - Dec. 26, 1980
Budget Development & Implementation	Oct. 6 - Dec. 26, 1980
Policy, Budget and Evaluation	Oct. 6 - Dec. 26, 1980
Advisory Boards	Oct. 20-31, 1980
Resources Inventory	Jan. 5 - March 27, 1981
Energy Conservation	Feb. 9-27, 1981
Cultural Resources	April 6-17, 1981
Workload Analysis	April 6 - May 1, 1981
Program Evaluation Criteria	May 4 - June 26, 1981
Evaluations	May 19-30, 1981

C. Evaluation Techniques Training

	Date
Washington, D.C.	Oct. 27-28, 1980
Reno, Nevada	November 5-7, 1980
Washington, D.C.	June 1-2, 1981

D. Followup Visits

There will be a followup visit to each State Office in which an Evaluation was conducted usually occuring six months after the completion of the evaluation report. The visit will be made by an Evaluation Specialist and will require approximately two days.

FIRST-THIRD REVIEW

The FY 1981 First-Third Review (FTR) sessions for States and the Service Center will be held during the 3rd week of March in Denver, Colorado. The date is being advanced in an effort to determine any deviation in funding and AWP commitments earlier in the FY and in turn attempt to avoid many of the problems encountered during FY 1980.

The following is a brief outline of how the FTR will be conducted:

Dates	Action
(Tentative)	
2nd Week - February	Printouts available to Field Offices.
Last Week - February (Saturday)	State/SC FTR analysis due in WO.
1st Week - March (Sunday - Wednesday)	HQ review of State submissions and make tentative decisions.
(Thursday)	Phone tentative decision to States/ Service Center.
3rd Week - March	Meet with representatives from States and Service Center. Meetings will be scheduled on an individual basis with representatives from each State similar to the process used for the FY 1980 Mid-Year Review. State representatives are to return home after the scheduled session. Non concurrent sessions are planned.
(Wednesday-Thursday)	HQ complete review and make final decisions.
(Friday)	Issue Feedback Memorandum.
Last Week - March & First Week - April	All offices make AWP adjustments and send them to SC for processing in March business.

We anticipate the review analysis will be directed primarily at deviations from the approved AWP with special emphasis on IMS items and the necessary adjustments required to accomplish the AWP. Narratives will be focused on why deviations are occurring, what shifts are necessary, and additional inputs required to insure the AWP is accomplished. As in the past, requests for items outside the current approved AWP will be entertained.

MANAGEMENT RESEARCH

I. General

Based on the project workload during FY 1980 and anticipated FY 81 projects, we recommend that each State Office program 0.5 WM and $1,000 in travel ceiling to provide team member support for one major management research study effort. The DSC should plan to support approximately four major study efforts through the Division of Organization and Management Systems.

ORGANIZATION AND MANPOWER

1. General

Specific instructions and information pertaining to Tables of Organization are contained in the Specific Directives of each State/Office. FY 1981 Table of Organization Change Notices will be mailed separately to those States/Offices having TO changes in FY 1981.

PLEASE BE ADVISED THAT ALL OF YOUR PERSONNEL ACTIONS MUST BE TEMPERED BY THE CURRENT PERSONNEL FREEZE. PENDING TERMINATION OF THE FREEZE, ALL PERSONNEL ACTIONS MUST BE IN ACCORDANCE WITH INSTRUCTION MEMORANDUM NO. 80-397. UPON TERMINATION OF THE FREEZE, THE FOLLOWING CRITERIA SHOULD GUIDE YOUR PERSONNEL ACTIONS.

2. Recruitment for Permanent Full-Time (PFT) Positions

In order to maintain the PFT position lapse rate at an acceptable level, the following items should be adhered to as closely as possible by all managers and supervisors.

A. Efforts necessary for filling vacant PFT positions should receive priority over efforts necessary for filling WAE, part-time (PPT), and temporary positions.

B. You are to place top priority, as in the past, to converting WAE's and PPT's to PFT at every available opportunity.

C. You may initiate recruitment action immediately upon learning that a position will be vacated. When there is a pending retirement, or resignation involved, a position may not be committed to an individual until the position is actually vacant. Positions may be committed when the incumbent is leaving for other reasons such as promotion to another job.

No positions may be dual-filled without prior approval of the Director (640).

D. When you anticipate that there may be a shortage of candidates for a given vacancy, you should consider requesting a Civil Service certificate of eligibles concurrently with the issuance of a vacancy announcement.

E. Servicing personnel representatives should provide special liaison and assistance to selecting officials and managers to accelerate the selection process by:

- giving advance notice that candidate referral rosters are about to be issued so selecting officials can plan their schedules to allow expeditious handling of the roster.

- providing assistance with the interview process in cases where candidates are unavailable for personnel contact.

F. Supervisors must make every effort to provide promotion panel members whenever requested.

3. Other-Than-Full-Time-Permanent (OTFTP) Positions

Bureauwide use of OTFTP positions has increased at a very rapid rate over the past 3 fiscal years. This has been primarily due to the lack of PFT positions associated with funding increases received during that period. As with PFT positions, we are constrained by an EOY ceiling; this ceiling falls far short of our OTFTP needs at the end of the fiscal year.

To manage our OTFTP ceiling the following restrictions will apply:

A. Each State/Office will be responsible for meeting the assigned EOY ceiling; thus, you have total flexibility to manage your temporary work force; however, you must meet your assigned EOY ceiling.

B. Last year's directives cautioned against hiring WAE/PPT personnel based on one-time cost target increases. However, it appears this has occurred over the past year as the WAE work force has increased at an alarming rate. This trend must not continue. You will not hire WAE personnel to complete work generated by one-time cost target adjustments. WAE personnel will be hired only when a cost target adjustment is a base increase and when the conditions of appointment are in accordance with BLM Manual 1400-315.

4. Cooperative Education Program

In staffing for long-term needs, extensive use of the Cooperative Education Program is encouraged. Among other desirable features of this program is the authority to noncompetitively convert, within existing TO's, Co-op Education students to career conditional appointments upon graduation. Particular emphasis should be placed on using this program for shortage category positions.

5. Hiring for Short-Term Projects

Because of the large number of short-term projects (less than 2 years) such as EIS's which the BLM is involved in, alternative staffing methods should be used to the greatest extent possible to minimize future staffing disruptions when the projects are completed. Methods which you should consider include: term appointments when authorized, IPA assignments, employment of college faculty members, temporary appointments, and in some cases details or temporary promotions.

6. Position Management

Grade levels will continue to be monitored to insure that managers and supervisors are practicing sound management principles, effective position management, and cost control. Actions to be considered appropriate in the management process are:

A. Structuring or restructuring positions to provide for hiring at entrance levels; to provide as low a ratio as possible for supervisory, managerial, and staff support positions to non-supervisory operating positions; to achieve a reasonable balance between professional and nonprofessional positions; to achieve a reasonable proportion of trainees and lower-level employees to estimated replacement needs for journeyman and higher-level employees; to provide a clear delineation of work assignments and job-to-job relationships which avoid excessive supervision and review, excessive staff advice and assistance, and conflicts and ambiguities in work assignments; to provide a clear understanding and definition of the kinds and levels of skills and knowledges required for competent and safe performance of position duties; and to provide sound use of grade levels resulting in well-balanced position structure with grades of positions fully supported by essential work to be accomplished and employees fully utilized at the level of their positions.

B. Vacant positions must be analyzed to determine whether they can be redesigned or reallocated for more effective manpower utilization. Such an analysis is necessary each time a position is vacated. If it is decided to restructure a position, consideration should be given to announcing it as an "Upward Mobility" opportunity.

C. A vital element in position management and cost control is the establishment and maintenance of an organization structure designed to provide effective accomplishment of program objectives. Each manager and supervisor must constantly be on the alert to identify possible organizational modifications which will enable the Bureau to provide the maximum output with the minimum number of employees. Any organization proposals shall be submitted to the Director (840) in accordance with BLM Manual Section 1202.

PAY/PERS

PAY/PERS will be implemented on December 14, 1980 which is the beginning of pay period one for 1981. There will be training and parallel operations during the first quarter of FY 81. Each office should prepare for the additional workload involved in conversion and implementation. Representatives on the Steering Committee from each office can help in assessing the additional workload. Training for employees making personnel input will be held in Denver beginning in October. Time and attendance input training will be held in a central location in each state in October and November. Each office should plan for travel requirements for this training. Also, plan for two Steering Committee Meetings during FY 81.

Plans are being made for use of discette or micro processors at locations of heavy input, at least each state office and larger districts, WO and DSC. Acquisition cost will be about $7,000 or $350 per month for rental. This cost should be offset by saving in Direct Dialing charges. Additional costs will be budgeted on a Bureauwide basis in either the Service Center or Washington Office. Each state should determine where this equipment would be cost effective and plan for its use.

No plans are being made for terminal transmission of T & A's during FY 81. Study and development work will be done for probable implementation during FY 82.

PROCUREMENT PLANNING

I. General

Because of the importance of timely contract support to the fulfillment of AWP commitments, it is essential that all offices place special emphasis on procurement planning preparation.

This includes:

- Identifying and committing the work-month input necessary to support the procurement such as statement of work preparation, assistance in negotiation, and contract administration.

- Identifying individuals who should receive contract training to prepare them for contract preparation and administration.

- Considering the necessary lead time for procurements.

- Developing priorities between projects where conflicts or limited capability exists.

II. Specific

Procurement Procedures for FY 1981 AWP Preparation

A. Procurement Offices (SC and HQ) will:

1. Review submissions to determine their capability to provide the necessary support to meet State/Office needs.

2. Negotiate necessary timing changes with the involved field office and note them in the AWP feedback.

3. Identify to the Director (640) any possible lack of capability to meet the total procurement workload.

B. Additional Instructions

1. Include the following types of procurements under code "A06 Land Treatment" on Form 1680-5.

   Maintenance: Janitorial, recreation site maintenance

   Equipment Rental: To support road and reservoir maintenance

   Land Treatment: Tree planting, thinning, site preparation, aerial fertilization and seeding, mulching, plowing, and seeding.

Special Services: Cone collection, transplanting, falling and bucking, timber stand improvement, tree seedlings.

Other Nonprofessional Service-Type Contracts: Wild horse roundup, sleeping bag repair, hose repair, courier services, security services, room and board, hauling.

2. If individual procurements cannot be identified in a particular subactivity area at this time, categorize and provide as much information as possible (e.g., appropriate number of actions, estimated dollar range, type of services). When additional information is available, separate the individual procurement items and revise the procurement plan accordingly.

3. Major additions or changes by field offices require advance coordination with the procurement and budget offices.

4. Contracts which require award early in the FY must be initiated prior to approval of AWP to provide needed lead items. Award approval in advance of the formal AWP Approval Memo may be obtained by telephone confirmation from Director (640) for contracts included on final procurement plans.

5. Refer to Appendix 2 of BLM Manual Section 1513 for average procurement lead times for negotiated procurements. For negotiated contracts not exceeding $50,000, use lower end of lead time range; use top of range for contracts over $100,000. Individual procurement schedules will be developed by the procurement office for each negotiated contract when the procurement request is received. Refer to BLM Manual Section 1512, Appendix 1, pages 1 through 4, for average procurement lead times for formally advertised contracts.

6. Consider whether review or approval at higher level is required, e.g.,

   - Management consulting services require Departmental approval (365 DM).

   - ADP services require review by SCD (D-200) and approval by Department (306 DM).

   - Contracts for services over $200,000 require Departmental approval (IPR 14-55.2).

   - All procurement exceeding $1,000,000 must have prior approval of the Assistant Secretary, Land and Water Resources.

7. Items to consider in calculating the type(s) and amount(s) of technical support needed for negotiated contracts for studies or research (Column 13, Procurement Plan Form 1680-5):

a. Prepare procurement request package (2-40 work/days)

(1) Statement of Work	Estimate work/day required by considering:
(2) Evaluation Criteria	-how many disciplines (people involved)
(3) Technical Proposal Instruction	-how complicated -is there a sample which can be adapted or is new effort required? -is help needed from outside the office to develop it? (e.g., special skills, other agency or public input)

b. Assist in preparing the RFP - 3 days

c. Assist at preproposal conference; answer questions from contractors on RFP - 3 days

d. Evaluation of proposals - 7 days per subject specialist required to participate in Technical Proposal Evaluation Committee

e. Support contracting officer (CO) in negotiations - 5 days (one person)

f. Assist CO in writing contract - 1 day

g. Assist CO in debriefing unsuccessful offerors - 2 days

h. Contract administration

(1) Post award conference with contractors, subs, COAR, PI's - 2 days

(2) Routine administration (COAR and PI) - 4 days/month per discipline

(3) Review of final report (COAR) - 10-15 days

8. Items to consider in calculating types and amounts of technical support needed for construction and land treatment contracts:

a. Statement of Work Specifications - 1-100 days

b. Site visit - 1 day

c. Prework conference - day

d. Contract administration - 1 day for each day of anticipated contractor field performance except in noncomplex projects wherein a superficial visual examination will show contract compliance.

9. Miscellaneous purchases should be planned and accommodated within your existing cost targets. As required on Procurement Plan Form 1680-5, miscellaneous procurements are to be listed first on the procurement form in consecutive order by subactivity for all planned procurements under $2,000 each.

10. The procurement plan and equipment budget cross reference numbers must be used on the document sheet as per instructions contained in Instruction Memorandum No. 78-530, Change 1.

C. Consolidated Procurements

SC has the responsibility for analyzing AWP equipment budgets and for determining items which can be consolidated for single procurement actions. SC will, upon completion of its analysis, advise all offices which items have been selected for consolidated procurements and their ordering schedules.

D. Procurements with Small and Minority Business, Labor Surplus Areas and Women-Owned Business Firms

In FY 1981, emphasis will be directed at refining the present procedures (IM 80-316) in these various programs and to maintain the momentum achieved in FY's 1979 and 1980.

1. Each office will be required to establish FY 1981 goals based on its procurement plan which will ensure that a maximum of discretionary dollars are directed to the minority and other programs.

2. States, district, and OCS offices must identify early those projects over $10,000 with 8(a) potential and coordinate with DSC and WO-851 to ensure timely action. Ample leadtimes (at least an additional 30 days) must be factored into all 8(a) transactions to permit SBA to locate qualified subcontractors or to compete the requirement should a subcontractor not be available.

3. SBA's willingness to accept low-dollar-value 8(a) contracts varies from region to region, but most prefer not to take actions under $10,000 or construction and land treatment contracts in remote locations. Where possible, consolidate projects within a reasonable proximity. While this may mean DSC must award the contract, "credit" can be gained through the montly report by identifying actions taken in locating prospective vendors through local outreach efforts and in consolidating projects.

4. Annual procurement plan schedules for formal contract actions will be submitted to the SC no later than October 10, 1980, with each potential 8(a) contract identified. The SCD will negotiate the scheduling of the actions and review each submission to ensure that all opportunities for minority involvement have been identified. Specific Bureauwide goals for small business, minority business, labor surplus and women-owned business will be announced at a later date as directed by the Department.

E. Printing, Graphics, and Word Processing

1. The following items must be consolidated in the FY 81 Procurement Plan under the Division of Management/Administrative Services' Procurement Plan for SO's, SC, and BIFC: (Presently, each Division, District, and RAH lists these items under their particular procurement plan).

   a. Printing. (Includes all GPO services, such as typesetting, composition, presswork, binding, etc.)

   b. Reproduction services. (Includes Federal or commercial services for producing photocopies, blueprints, blacklines, sepias, autopositives, negatives, positives, etc.)

   c. Graphic services. (Includes Federal or commercial production of drawings, illustrations, layouts, visuals, etc.)

   d. Lease of Reprographic equipment. (Includes copy machines, process cameras, vacuum frames, etc. If known, includes model number and vendor for each item).

   e. Lease of word processing equipment. (Includes all word processors, such as mag card, memory typewriters, CRT's, etc. New systems must be fully justified.

   Each office must forward their individual project requests in the five (5) categories identified above to Management/Administrative Services including the project title, cost, activity code, etc. Management/Administrative Services will assign a Procurement Plan number to each project which exceeds $2,000. Projects less than $2,000 must be combined for each particular activity and listed by category, such as "Miscellaneous Printing (or Reproduction, etc.) under $2,000."

2. Word Processing

a. Each State Office, except Alaska, California, New Mexico, and Colorado, must plan $6,000 to complete the Bureauwide NARS word processing analysis and feasibility study begun in FY 80 (see Instruction Memorandum No. 80-619).

b. The Alaska State Office and Denver Service Center must conduct word processing studies in FY 81 using procedures and methodology developed by NARS to be completed by 3/31/81, in order to participate in the Bureau word processing procurement effort. We recommend that Alaska plan $25,000 and DSC $10,000 for this project.

3. Any planned purchases of word processing equipment must be approved by the Director (852). Very few approvals will be granted until completion of a NARS review of existing word processing equipment and a determination of which types of word processing equipment will be included in a Bureauwide procurement. Examples are memory typewriters, mag cards, tape and diskette work processors.

F. Contracting Officer's Warrant System

Interior Procurement Bulletin No. 22, dated June 5, 1980, established the DOI's Contracting Officer's Warrant System which imposes training and experience requirements for those signing procurement transactions. Briefly, these are:

Level I - not to exceed $10,000, requires six months of procurement experience and 40 hours of acceptable classroom training;

Level II - not to exceed $100,000, requires three years of procurement experience and 160 hours of acceptable classroom training;

Level III - to exceed $100,000 requires four years of procurement experience, the training requirements of Level II, and an additional 160 hours of classroom training. The issuance of SF-44's and procurements made by nonprocurement personnel under fire emergencies are excluded.

Effective October 1, 1980, interim and permanent warrants will be issued for all individuals signing procurement transactions. A total of two years will be allowed for individuals to convert an interim warrant to a permanent one in order to achieve the necessary training and experience requirements. Qualification statements and instructions will be issued shortly by the Washington Office.

State and District Offices, BIFC, and OCS Offices should look to begin qualifying sufficient Level I personnel. DSC and WO-851 should look toward qualifying Levels II and III personnel. Training plans should be developed accordingly.

PROPERTY MANAGEMENT

I. Transportation Management Study

The FY 1980 AWP Directives stated that each State and Office should allot time toward developing a State/Office transportation management plan. Instruction Memorandum No. 80-343, dated March 7, 1980, transmitted the Transportation Management Study and a schedule for completion of State and Office plans. Progress reports were to be submitted by July 15, 1980, with completed plans due no later than September 15, 1980.

In early FY 81, the WO will review the plans and require implementation of the best features on a Bureauwide basis.

II. Acquisition of Motor Vehicles and Equipment

A. Working Capital Fund (WCF) Replacements. Instruction Memorandum No. 80-638 contains procedures for replacement of vehicles in the Working Capital Fund.

B. Law Enforcement and Ranger Vehicles. With the exception of Alaska where, by agreement with GSA, they provide 100% of the vehicle support, vehicles used in law enforcement or ranger programs should be Bureau-owned and in the Working Capital Fund operation.

C. Leased Vehicles. Approval of the Department is required prior to lease action for any motor vehicle for a period of 60 continuous days or more. This includes agreements to renew existing leases. The State/Office requiring leased vehicles should submit a justification, by memorandum, to the Director (853). The following information should be included:

Type/size of vehicle
Transmission type
Engine size and estimated MPG rating
Options required
Program use
Assigned location
Estimated monthly cost
Length of lease

III. Acquisition of Furniture

Each field office recently completed the FY 1981 Furniture Requirements and Expense Plan in compliance with GSA's Furniture Management Reform Plan. Furniture items listed on the Requirements and Expense Plan still must be included in your Equipment Budget or Average Work Month Cost as appropriate. GSA and OMB must approve the total Departmental Plan prior to any furniture procurement in FY 1981.

PUBLIC AFFAIRS

I. General

Major Public Affairs emphasis during FY 81 will be directed towards informing the various publics about such programs as protection and interpretation of cultural resources, studies or establishment of areas of critical environmental concern, new policies or thrusts in rangeland management, expansion of capture and adoption efforts for wild horses and burros, access to and development of energy minerals including the withdrawal review process, and outdoor recreational activities that involve camping, off-road vehicles, and wildlife. As near as currently possible, timeframes for specific actions are provided so coordination between the Washington Office Public Affairs staff and field Public Affairs officials will be more effective.

II. Specific

A. Areas of Critical Environmental Concern:

Announcement of final ACEC guidelines is anticipated in late calendar year 1980. The news release will be released from the WO and the field simultaneously. Announcement of the ACEC process should give field offices a more advantageous platform for explaining ACEC's than would the actual proposed or final designation action for ACEC's. Announcement of proposed and final ACEC designation are likely to occur in FY 81.

A slide program is being developed by the Communications Services staff to explain ACECs.

A 4-color brochure is planned for completion in July 1981 to explain the ACEC process. The brochure and slide program will be mutually complimentary.

Availability of these public information tools will be via coordinated announcement.

B. Cultural Resources:

Much emphasis is to be placed on explaining the cultural resource program in line with the Public Affairs Plan recently issued to the field. A 4-color brochure will be issued early in 1981, and possibly sooner. It will be complimented by a motion picture scheduled for completion in early spring. Announcements concerning availability of this brochure and film will be closely coordinated for maximum exposure.

C. Off-Road Vehicles:

States should anticipate many new designations of areas as open, closed or limited to ORV use, and give appropriate publicity to such designations. An ORV 4-color brochure will be distributed in FY 81, and it should be given wide distribution at the local and national level as supplies permit.

The "Roadrunner" ORV Public Service Announcements will be aired during the fiscal year and PAO's will be asked to assist in distribution. The ORV Public Affairs Plan emphasizes the use of ORV awareness events, and PAO's are to plan these events as appropriate during the year.

D. Recreation:

Increased attention is being given to the various outdoor recreation opportunities available on the public lands. As appropriate, recreational resources should be emphasized during the various seasons of activity.

The 4-color brochure, Camping on the Public Lands, is to be reprinted during mid-FY 81. Information in support of this brochure is to be updated continually so a comprehensive and accurate description of camping facilities in your State is available.

E. Wildlife:

A 4-color brochure with the working title, Wildlife on the Public Lands, will be distributed at the North American Wildlife and Natural Resources Conference in Washington, D.C., during March. State and district offices will have their supply of these publications on hand at that time and plans should be made to support the distribution of this publication by working through local wildlife officials and wildlife organizations. Special emphasis should be given to distribution at meetings of the State affiliate of the National Wildlife Federation, Audubon Society and others. Where mail distribution is used, covering letters signed by the State Director should accompany the copies. News releases announcing the availability of the publication will be released simultaneously at national and State levels. An initial printing run of about 50,000 copies is anticipated and PAO's should inform the Director (130) of needs in view of this supply.

F. Wilderness:

Announcement of the final comprehensive results of the wilderness inventory is anticipated on November 15. With minor exceptions, this inventory has progressed on schedule and adherence to the schedule has minimized interference with other activities on the public lands. Although each State will have already announced the results of its own inventory, coverage should be sought for the national inventory results. The news release will be prepared in the WO.

The draft document on Wilderness Management Policy and Guidelines is due late in calendar year 1980. This policy will determine what activities can or cannot occur within areas designated as wilderness by the Congress. Because of its importance, full opportunity for public comment, review and participation is to be afforded. However, because of the restrictions of FLPMA, the public should be made aware that there is less leeway in management guidelines for designated wilderness areas than could occur in drawing up the interim management policy. It will also be important to emphasize that these guidelines apply only to those areas designated by the Congress as wilderness. The interim management policy will remain in effect on the nearly 25 million acreas of WSA's until Congress' decisions are made. Specific instructions on release of the policy and guidelines will follow. The final document is due in early calendar year 1981. Its release will also be preceded by specific instructions to the field.

The Office of Management and Budget and other entities have issued caveats against disclosure of recommendations made to Congress. These were not in effect at the time that the environmental statement was issued on Aravaipa Canyon. This issue is still being challenged, and the policy against disclosure could change within the near future. Until it is, no wilderness recommendations are to be publically released without HQ approval.

There is some possibility that Arivaipa Canyon and wilderness areas in the California Desert could be designated by Congress in FY 81. Designation of other areas is unlikely. States will have the lead in announcing such areas within their own jurisdictions; however, the designation of the first wilderness area under Bureau administration is to be announced simultaneously at the national level and in each of the States.

In addition to the draft and final documents on wilderness management policy, two brochures are also planned:

1. A grazing/wilderness brochure will be produced to alleviate confusion over grazing principles and administration within BLM wilderness areas; and

2. A wilderness area brochure will be produced to provide general, capsulized instructions on what activities will or will not be allowed.

G. Wild Horses and Burros:

Public Affairs efforts for the Wild Horse and Burro Management Program in FY 1981 should emphasize the effective and orderly manner in which the Bureau, with full public participation, is carrying out its legislated duty to improve range conditions of the public rangelands by removing excess wild horses and burros. Equal priority should be given to Public Affairs activities for the Adopt-A-Horse Program which must place excess animals with qualified adopters in the fiscal year.

Internally, the Public Affairs Offices should make a special effort to impress upon Bureau employees the visibility and sensitivity of the Wild Horse and Burro Management Program, particularly the adoption phase; to build enthusiasm among employees; to solicit their support; and to recognize employees who contribute to the program's accomplishments.

Public Affairs Plans for supporting the Wild Horse and Burro Management Program should be sent to the Director (130) for informational and documentation purposes and for evaluation as to possible support and participation from the national level. The Director (130) should be notified immediately of all contacts by the national media, and of any inquiries by the media or other parties about issues and policies affecting the WO in any manner. The Director (130) also should receive copies of all press releases and print media articles about the program, as well as regular reports on all Public Affairs activities.

Every effort should be made to obtain public support for the program by publicizing in the popular media and scientific journals the improvements that have occurred to the lands in areas from which animals have been removed or reduced in number. Where herds remain, publicize the Bureau's efforts to sustain the animals such as development of new watering facilities, etc.

Efforts to involve the public in decisions for lands use planning, herd management area planning, gathering, and the use of helicopters are to be fully supported.

Plans are to remove 10,500 horses and burros in FY 81. Added effort will be needed to find suitable adopters particularly by these State Offices: Eastern States, New Mexico, Arizona, California, Oregon, and Wyoming. Emphasis should be on the placement of burros and of older horses, namely stallions.

The Bookcliff Wild Horse Range is expected to be approved in FY 81. Colorado State Public Affairs Office should devise a Public Affairs Plan for its designation, coordinating with Director (130) for possible national participation.

As a deterrent to inhumane treatment and other illegal actions, enforcement activities and convictions should be publicized. Timing of this publicity should be coordinated with law enforcement personnel so that continuing investigations and other actions will not be jeopardized. Publicity should continue on the transfer-of-title program. Consideration should be given to the preparation of a stock news release that could be completed as the first title transfer occurs in each county and submitted to media in that area.

In FY 81, each State Office will make on-site inspections of 10% of all adopters in their area to ascertain if the adopters are complying with terms of the Cooperative Maintenance Agreement. Periodic reports should be made public on the compliance checks.

A revision of the poster publicizing the freeze-mark identification of wild horses and burros will be produced in the coming year. PAO's should plan to distribute the poster in their area to slaugherhouses, humane organizations, law enforcement agencies, rodeos, and other appropriate outlets.

Three 30-second television public service announcements, featuring country-western star Crystal Gayle, will be released nationally by the WO. PAO's can expect copies of the announcements with a request that they personally distribute them to key television contacts.

The Eastern States, Wyoming, and Colorado State Offices should keep abreast of the wild horse and burro research being conducted by educational institutions in their areas, reporting when appropriate in the popular press and scientific journals.

A new distribution center is scheduled to be opened in Nebraska in mid-summer. As demonstrated by ESO when their center opened near Nashville, opportunities to publicize the program and to involve local civic and government officials exist, starting with the request for proposals. The Wyoming PAO should contact ESO for advice and counsel in developing for the Nebraska center.

While year-round activities should be planned, high priority should be given to publicizing the adoption program during the months of January-February and June-July. Plans for special efforts during these periods should be submitted to Director (130).

A series of print media public service advertisements will be released nationally in FY 81. PAO's will be supplied copies for placement in publications in their area.

PAO's will be asked to contribute silent film footage of adopters with their animals for incorporation into a five-minute feature that can be narrated by Bureau personnel during television interviews. Efforts should be made to locate adopters of older horses and burros. Express purpose will be to illustrate the various uses of adopted animals across the country. PAO's will be supplied copies for local use.

H. Fire Management:

State PAO's are expected to determine those public information specialists who should be fire information officers and then make every effort to provide appropriate training for these individuals so they can be so certified.

Also, the use of fire as a management tool instead of something that merely needs to be controlled should be emphasized. An excellent slide-tape presentation has been prepared on this subject. It is available from the Nevada State Office and it does require some sophisticated hookups involving six projectors and various dissolve units.

I. Energy Minerals:

PAO's in the coal States, oil shale States, and the OCS Offices should be fully aware of scheduled activities involving energy minerals in order to assure timely release of information. Many of these releases will originate in the WO which will assure proper coordination. Actions such as release of environmental statements, sale proposals, actual lease sales, etc., that will be of great interest, particularly in local areas. Any announcements at the field level should emphasize steps in sale procedures that minimize environmental damage.

J. Payments to Local Governments:

There is still considerable confusion among both the public and local government officials regarding payments-in-lieu-of-taxes, mineral receipts, grazing receipts, etc. "Mock" presentation ceremonies using fake checks or even "king" sized ones that can be read by TV audiences should be planned with appropriate media coverage. A schedule of upcoming payments follows:

September	Payments-in-lieu-of taxes
October	O&C Grant Lands (11 Months)
November	O&C Grant Lands (1 month)
November	Payments to States for FY 1980 grazing receipts
November	Mineral Leasing receipt payments (4/1-9/30)
February	Payments to Counties for Bankhead-Jones Act
May	Mineral Leasing receipt payments (10/1-3/31)

K. Public Affairs Action System - State PAO's from Nevada, New Mexico, Alaska, Eastern States Office, and California, under the lead of the Nevada PAO, will develop a proposed system to provide the Director and Directorate with immediate information about an assessment of emerging issues, news breaking situations, important constituency views and postions. Additionally, a mechanism for Bureau followup or response will be indicated. WO coordinator, Chief, Office of Public Affairs.

L. Training - State PAO's from Idaho and Utah, who are officers in the Public Relations Society of America, will develop a preliminary proposal for a cooperative agreement with PRSA to utilize career training opportunities developed by PRSA. WO coordinator, Chief, Office of Public Affairs.

M. Environmental Education - EE coordinators from Colorado, Montana, New Mexico, and Utah will jointly develop a preliminary draft proposal for Bureauwide EE policy and program development based on the November 1979 Environmental Education Education Report and other resources.

N. Resource Map Services - A final proposal will be developed for a uniform resource map service. The proposal will focus on design format, utility, information content and sale vs. free distribution, as opposed to technical aspects of map making. An ad hoc group, headed by Oregon PAO, drawing on Wyoming, Arizona, Idaho SO experience will produce the proposal. The expertise of recreation, cartography, printing and graphics professionals will also be utilized. WO Coordinator, Charlie Most.

O. Women's Program Package Development - Draft of a program package for use at the State and local level will be prepared by the Colorado Public Affairs Office, assisted by Wyoming, ESO, Nevada, and Alaska. The package is for use with women's professional, civic, cultural and educational organizations.

P. Bureau Workshops:

State PAO's will attend and participate in at least one major program workshop. The PAO will represent the Office of Public Affairs and provide Public Affairs perspective, advice, and input as necessary. A report will be written and sent to Director (130) within one week, with copies sent to State PAO's.

Wherever possible, to avoid travel costs, the PAO will attend a key workshop in his respective State.

Q. OPL Magazine:

District Offices should continually be on the lookout for story possibilities for OPL. Program status and major occurrences affecting the public lands should be viewed as possible articles for the magazine. Also, enhancing the good neighbor image, recreational opportunities such as camping, hunting, fishing, etc., should be considered for articles to be published in the magazine. A possible special issue of OPL is being planned on recreational opportunities. Districts should submit ideas and/or articles to the Editor of OPL.

The State Director of California should assign someone to submit an article on the California Desert Plan for publication in OPL.

R. News Clips:

Field offices are to immediately provide any news clippings concerning visits to the field by members of the Directorate. This should include field trips, meetings, local interviews, speeches, etc.

SAFETY

I. General

A. Review FY 80 Inspections reports. Prioritize all deficiencies that have not been corrected. Program sufficient funds to abate or eliminate these deficiencies during FY 81.

B. Program necessary work-months and funds to meet FY 81 annual inspection requirements under OSHA and other required evaluations.

C. Assure that all inspection reports are completed in the format shown in BLM Manual 1112.5, Illustration 17, and that copies are submitted to the Director (811) and Director (110) within 15 days after completion of the annual inspection/evaluation.

D. Develop, implement, and closely monitor a formalized certification program, including provisions for retraining and recertification, for all employees who operate heavy equipment and 4-wheel drive vehicles, engage in blasting operations, or apply herbicides. All training and certification must be documented.

E. Develop and implement a vehicle and equipment (cranes, hoist, etc.) inspection/maintenance program to assure that all vehicles/equipment are maintained in a safe operating condition.

F. Conduct a comprehensive industrial hygiene study of all operations to identify potentially hazardous environmental stressors (noise, and toxic materials such as asbestos, solvents, herbicides, pesticides, etc.) and establish control measures to protect employees and the visiting public.

G. Develop and document a "job hazard analysis" for each activity or work operation within your area of responsibility (refer to the 1980 YCC Safety and Health Handbook, Section F for guidance and format).

H. Increase accident analysis efforts to determine trends and assure apropriate accident prevention programming, including training and protective equipment.

I. Program sufficient work-months to assure that "Accident/Incident Reports, (DI-134's)" are investigated, properly coded, analyzed submitted timely, and necesary follow-up action taken.

J. Assure that all facilities, e.g., houses, trailers, lookouts, or barracks used regularly, seasonally, or rarely for sleeping accomodations for employees and/or their families have a smoke alarm/detector installed and in working condition.

K. Inspect all facilities, including mobile homes, to assure compliance with the Life Safety Code (NFPA #101) and other National Fire Codes. Assure adequate means of egress, properly marked exits, travel distances to exits, and the strategic posting of evacuation diagrams. Conduct at least one evacuation drill.

L. Assure that the placement types and numbers of portable fire extinguishers comply with the Life Safety Code (NFPA #101). Train employees in the proper use of fire extinguishers.

M. Assure that all new permanent and temporary employees receive safety orientation and training in basic safety requirements and job related skills.

N. Assure that all employees who are required to work in the field have completed a basic first aid course within the last 3 years.

O. Increase your safety promotion efforts, including public visitor safety. Select material that best meets the needs of your specific area of responsibility.

P. Coordinate efforts with engineering personnel and develop guidelines for closing off mine shafts, (fence, fill in, cap, etc.) to the public.

II. YACC and YCC

A. Assure that State Safety Managers conduct two formal inspection/evaluations of each YACC and YCC camp and facility --- a pre-camp inspection/evaluation within 6 weeks prior to camp opening, and another during the operation of the camp. In addition, State Safety Managers will conduct at least one informal inspection/evaluation for each YACC camp and/or activity.

B. Program sufficient work-months for the District Safety Coordinators to make periodic inspection/evaluations of each YACC and YCC camp, facility, and/or activity.

C. Assure that all YACC and YCC participants are provided orientation and specialized job-related safety training.

D. Assure that all field YACC and YCC participants have completed a basic first aid course within the last 3 years.

E. Assure that a "job hazard analysis is developed for each YACC/YCC activity or work operation."

III. Special Attention Items

A. Nevada, Colorado, and Oregon are to make arrangements to hold an Executive Safety Seminar. (Instructor's fee, travel, and living expenses will be paid by the HQ). Coordinate all arrangements with the HQ Safety Office.

B. The DSC Safety Manager should publish a listing of all safety and health training films available at DSC.

C. State, DSC, and BIFC Safety Managers and OCS Safety Program Coordinators are encouraged to attend the Department Safety Planning and Programming Conference held in conjunction with the Western Safety Congress in Anaheim, California.

D. State Safety Managers are to hold a safety workshop for District safety coordinators and supervisors.

E. All persons with safety responsibility (including supervisors) should refer to the Internal Safety Training Courses listed in the FY 1981 BLM Training Catalog and determine the training needed to satisfactorily perform their safety duties and functions.

F. Safety Managers, particularly those newly appointed, should consult with responsible supervisors to determine if a HQ detail for on-the-job training would improve performance of safety functions and duties. Program accordingly, and coordinate through the HQ Safety Office.

SPACE AND ALTERATIONS
(Federal Buildings Fund)

I. General

Public Law 92-313, The Public Buildings Amendments Act of 1972, requires that agencies be charged for all space and related services provided by GSA at approximate commercial equivalent rates. All such costs will be paid by the SC from the Federal Buildings Fund (FBF) based on billings by GSA. The following are not chargeable to the FBF; these charges must be accommodated within your available cost targets for the appropriate subactivity:

A. Maintenance, repair, and alterations to Bureau-owned buildings and facilties.

B. Office moves.

C. Telephone services, changes, or new installations except FTS charges paid from the HQ.

D. Unplanned temporary or short-term space for special projects leased by the Bureau (i.e., EIS, special Bureau leases for land, etc.).

II. Specific

A. Space Requests:

The additional space needs identified in response to Instruction Memorandum No. 80-545 dated 6/2/80, were costed out by the SC for each State and cost targets have been adjusted. Space requests so identified should be submitted routinely to the Service Center. If the request is not within the needs previously identified, SD's must submit explanation of requirement with request. The SC will evaluate to determine if space request can be processed without additional FBF amounts in FY 1980. If space request requires additional funds, SC will notify the Director (640) so that additional funds can be made available.

B. Alteration Requests:

Reimbursable Work Authorizations (GSA Form 2957) under $2,000 can be forwarded directly to GSA by SO's with a copy to the SCD (D-556). Do not submit Document Face Sheets associated with Reimbursable Work Authorizations. The SC will prepare all Document Face Sheets. Those requests over $2,000 must be forwarded to GSA through the SC. All reimbursables will be funded by the FBF subject to availability of funds. If total funding in the FBF is sufficient to handle projected overruns in reimbursable work authority, the SCD may continue to honor requests. If funding is inadequate to handle projected reimbursable work, SC advises the Director (640) before processing request to GSA.

"SPECIAL INTEREST PROJECT CODES"

General

Special interest project codes are used primarily for program management and reporting purposes. These special codes must be used on all financial documents including time and attendance reports to reflect the cost of all work on special projects.

When there is a conflict over which project codes to use, some special codes have priority over others. Those special project codes assigned for cost recovery purposes (subactivity 5100) will always have priority over all codes. Special project codes established because of an Act of Congress have priority over all others and are identified in the special project codes below with an asterisk.

Cost Recovery

AD00	Adopt-a-Horse Program - use only to reflect health fees and transportation costs to the distribution centers.
AL01	Alaska Gasline Project (General Management Overview)
AL02	Arctic Gas (HQ 820 only)
AL03	Alaska Gasline Project (Northwest Pipeline Company)
AL05	Alaska Gasline Project (Northern Border Pipeline Company)
AL06	Alaska Gasline Project (Pacific Gas Transmission Company)
AL07	Alaska Gasline Project (Pacific Gas & Electric Company)
*CT00	Coal Trespass - Cadastral
FL07	Alaska Pipeline Inspection
FL08	Alaska Pipeline Road and Airport Inspection and Administration

Special Interest

ACEC	Areas of Critical Environmental Concern
*AK00	King Range
BC00	Federal/State Beaufort Sea Oil and Gas Lease Sale
CE00	Coal Programmatic Environmental Statement
CP00	Consultation Process - Fish and Wildlife Service (FWS) and National Marine Fisheries Service (NMFS) - This code should be used for initial communications, and any subsequent data collection or analyses identified as a result of consultation requirements under Section 7 regulations of ESA.
*DE00	California Desert
*DE01	California Desert Law Enforcement
DR00	Drill Maintenance - Vale District Only
EP00	Intergovernmental Planning Program

Land and Water Conservation Fund (FLPMA-Section 205 and 318):

*LW01	Case Mountain - California (9400 only)
*LW02	Powderhorn - Colorado (9400 only)
*LW03	Ruby Mountain/Browne Canyon - Colorado (9400 only)
*LW04	Aquirre Springs - New Mexico (9400 only)
*LW05	Chama River - New Mexico (9400 only)
*LW06	Cedar Mountain - Colorado (9400 only)
*LW07	Sleeping Giant - Montana (9400 only)
*LW08	Indian Creek - Nevada (9400 only)
*LW09	Campbell - Utah (9400 only)
*LW10	Susanville to Westwood Trail-California (9400 only)
EM00	EMRIA (4112 only)
LR00	Labor Union/Management Relations. Union stewards and all BLM employees should code time spent on labor relations.
MH00	BIFC Mess Hall
*MR00	Upper Missouri River (*When using 9400 activity)
NE00	Remote Sensing
NP00	WAMA - Surface Management (Western Alaska Management Area)
NP01	WAMA - Planning
NR01,2,3 etc.	Range ES
*PC00	Pacific Crest Trail (9400 only)
PR00	Withdrawal Review - W/D Review on all Federal lands and BLM and Forest Service lands closed to the Mining Law of 1872 or the Mineral Leasing Act of 1920 as amended. Use with subactivity 4213 only.
PT00	Withdrawal Review on BLM lands not closed to the Mining Law of 1872 or the Mineral Leasing Act as amended. Use with subactivity 4213 only.
PW00	Withdrawal Processing (actions pending prior to October 21, 1976) use with subactivity 4213 only.
PX00	Non-Federal Land Policy and Management Act (FLPMA) Withdrawal Review - This project code is to be used for review of non-FLPMA withdrawals within the 11 western States and for all withdrawal review work outside the 11 western States. This code may be used with subactivity 4213, Land and Realty Management only.
RG02	Rio Grand Occupancy Resolution Program
*RR00	Rogue River (9400 only)
SC00	Seed Cone Collection (O&C only)
SK00	Sikes Act Implementation
SO00	BIFC Training Support
SS00	Colorado Salinity Study
SYM0	Oil and Gas Lease Investigation
WR00	Water Resources Council - Alaska only

The construction project numbers (Activity 2100 and 6100) and contributed funds (activity 7000) are not to be construed as special project numbers and accordingly should always be used even though the project may fall within a priority geographical area (DE00, AK00, etc.).

TRAINING

I. General

For approved Bureauwide training courses your AWP submission must include the name, grade, and position held for each nominee for each Bureauwide course. Each course must be on a separate page so they can be combined and sent to each program leader by the Branch of Employee Development and Performance Improvement (833). Other than the Beginning Lands and Minerals Program, and Administrative Law Training, vacant positions will not be approved for nomination. Training program leaders and/or Headquarters Office Division Chiefs, will verify that individuals proposed for attendance meet the target group of the course as approved by the Training Committee.

Training is to be considered as a tool to enhance the skills and knowledge of employees and supervisors to improve performance of their present job or a planned future job. Before choosing training, consideration must be given to all hindrances to performance and how they may be overcome. These include the job related factors of employees motivation and attitude, environmental and organizational constraints, and lack of skill and/or knowledge to perform a job. Each State Training Officer is to be of assistance in detecting training needs and/or analyzing performance problems related to the job. The use of Performance Improvement Position Review Form (PIPR) is an integral tool to be used for needs determination.

If oversubscription occurs in a course, a maximum number of attendees will be assigned to each State or Office and the State Director or Office Manager will determine who may attend.

You are reminded that all training, Bureauwide and internal, must be job related, aimed at solving Bureau problems, and integrated with other Bureau training and development efforts. This is especially critical for supervisory training and organizational development efforts with outside consultants.

Approval of the Annual Work Plan will include approval of attendance (with restricted attendance where appropriate) of those employees submitted for the respective Bureauwide courses.

Contracts to universities and other groups will be negotiated and issued based on the approved attendance shown in the AWP's. Offices will be required to pay their share of the costs of these contracts even if the approved trainee or alternate does not attend.

You are reminded that all new supervisors are required to attend BLM Supervisory Training (Course 1441-5) within their first year of appointment and the Seminar for BLM Supervisors and Managers (Course 1441-6) within their first two years as a supervisor.

For clarificatin of information on any of the Bureauwide courses, please contact the appropriate Training Program Leader.

Training/orientation is to be given employees on the new Performance Improvement Manual (when issued), Merit Pay, and the Reform Act. Supervisors and managers under merit pay are to be briefed on the Merit Pay System.

II. Individual Development Center Project

Additional Individual Development Centers will be opened in the following States: Arizona, Montana, California, Oregon, Utah and BIFC. The center located at BIFC will be designed to also service the Boise District and Idaho State Office. Limited funds for the purchase of instructinal equipment ($5,000) and instructional materials ($5,000) are being budgeted in WO-833. States are to budget at a minimum equal amounts for the purchase of the above items as outlined in IM 80-620. The Basic Instructional Materials/equipment will be purchased centrally by the WO. Each state will supply the necessary space, office furniture, and sufficient staff to operate the center.

III. Phoenix Training Center

A. Travel, per diem, and work months

Training courses are offered for Lands (4211 and 4212); Minerals (4111, 4112, 4113, 4131, 4132, and 4133); Rangeland Management (4322); and Wildlife Habitat Management (4350).

1. For Trainees:

States must pay for travel, per diem, and work months for all short-term training at the Training Center (courses less than 10 weeks in length).

Phoenix Training Center pays for travel, per diem, and work months for all long-term training at the Training Center (courses 10 weeks or more in length).

2. For Instructors:

Phoenix Training Center pays for travel and per diem for all instructors who teach courses at the Training Center including the PHOENIX INSTRUCTOR SEMINAR (course number 2000/3000/4000/6000-7).

3. Travel for Phoenix Training:

It will continue to be the policy that attendees scheduled for approved Phoenix Lands, Minerals, and Renewable Resources courses (where travel costs are borne by the State) will be excused only for legitimate reasons (e.g., family emergencies, training no longer appropriate, etc.). In such cases, the State Director/Office Manager should nominate qualified alternates.

Otherwise, alternates from other States/Offices will be selected and their per diem and travel costs will be charged to the State/Office for which the training was originally approved. Cancellation of planned attendance for lack of travel funds is not acceptable--adequate provision must be made within travel ceiling for these courses.

B. Beginning Lands Resource Management (2000-1

See Instruction Memorandum No. 80-425, dated April 4, 1980, for information on selection procedures for the first two sessions.

1. July 30 - November 26, 1980, Session (FY 1980-81:

This session is made up of BLM GS-5/7/9 Realty Specialists who applied and were selected via Training Announcement No. DSC T-80-1. (See Information Memorandum No. 80-211 for list of attendees).

2. January 14 - May 15, 1981, Session (FY 1981):

This session is for applicants who were selected via Vacancy Announcement No. DSC 80-390. (See Information Memorandum No. 80-283 for list of selectees).

3. July 29 - November 25, 1981, Session (FY 1981-82):

Information on selection procedure for this session will be forthcoming at a later date.

C. Other Phoenix Lands (and combined Lands and Minerals) Courses:

1. Traditional Courses:

Course Number	Name	Revised Dates
2000-2/3000-2	Beginning L&M Administrative Law	10/21 - 11/21, 1980
2000-5/3000-5	L&M Resource Mgmt. for Managers	
2000-8/3000-8	Advanced L&M Administrative Law	
2000-9	Electric Systems Shore Course	
2000/3000/4000-7	Phoenix Instructor Seminar	

2. New Courses:

2000-3	Advanced Lands & Realty Mgmt.	(second year)
2000-6	Pipelines Systems Short Course	10/7-10, 1980
2000-10	Intermediate Lands Admin. Law	2/10-26, 1981

3. Suspended Courses (Not Offered in FY 1981):

2000-4	Intermediate Lands Resource Mgmt.

SEE BLM FY 1981 TRAINING CATALOG FOR DATES AND DETAILS. (Note: The revised dates shown above are correct; the revisions were made after the training catelog was printed; -- See Instruction Memorandum No. 80-587).

D. Minerals Management Training

1. Beginning Minerals Resource Management (3000-1)

All permanent full-time (PFT) and WAE geologists and mining engineers hired below the journeymen level (GS-11) without significant work experience with the Federal Government or private industry experience, in the various mineral programs, will attend the 20-week session of course 3000-1 within 1 year of the date of their employment with the Bureau. State Directors have the option of nominating geologists and mining engineers at the GS-11 level when it is to the employees and the Bureau's advantage for the employee to have this training due to the lack of sufficient field and/or Bureau work experience.

Two sessions of Course 3000-1 are scheduled for FY 1981. The first session is scheduled for 1/14 - 5/29/81 and the second session for 7/29 - 12/11/81.

Submit with your AWP the desired session for each trainee nominated. Vacant positions may be nominated. Also identify all geologists and mining engineers at the GS-11 grade and below who have three or less years experience with the BLM who have not yet attended Course 3000-1.

2. Advanced Minerals Management (3000-3)

This is a refresher course designed to provide graduates of the 3000-1 course, and others with industry experience who have not been required to attend course 3000-1, with information on new or changing minerals management policy.

One session of Course 3000-3 from January 12 through January 23, 1981, is scheduled for FY 81. This course is not a substitute for the Beginning Minerals Resource Course 3000-1 and graduates from Course 3000-1 should not attend until two or three years after completing Course 3000-1.

3. Placer Examination Techniques (3000-9)

Two sessions of Course 3000-9 are scheduled for FY 81. The first session is scheduled for February 2-6, 1981, and the second session for July 20-24, 1981.

Area, District, and State office mineral specialist involved in, or anticipate becoming involved in placer validity examinations should be nominated to attend this course. In case sufficient trainees are not nominated for both sessions, the second session (7/20-24) will be cancelled and all trainees will attend the first session (2/2-6).

4. Mine and Beneficiation Capital and Operating Cost Estimating (3000-11)

One session of Course 3000-11, March 9-15, 1981, is scheduled for FY 81. This course is for these mineral specialists (geologists and mining engineers) with basis experience and/or knowledge of both mining and cost estimating. This course is not for beginning mineral specialists.

5. Intermediate Minerals Administrative Law (3000-10)

One session of Course 3000-10 is scheduled for February 10 through 26, 1981. This is a new course designed for mineral adjudicators (See BLM FY 1981 Training Catalog for details).

E. Renewable Resources Training

1. Beginning Range Conservationist Training (4000-1)

This course will again be targeted toward beginning professional Range Conservationists (WAE or Permanent) at the GS-5 and 7 level who have had less than 2 years experience with BLM. Attendance will be limited to 15 trainees at each of two sessions. A training announcement covering the sessions beginning in January, 1981, and July, 1981, will be circulated during September. Each State Director (except Alaska and ESO) will select three trainees and one alternate from among the applicants from their State. Trainees will return to their home State following the training. The cut-off date for qualifying in relation to grade and time of service will be the closing date of the training announcement. The allocation of the number of trainees from each State at each session (i.e., two in January, one in July or vice versa) will be roughly the opposite of the way the allocations were made in FY 80. States having special needs for assigning their trainees to a particular session or either more or fewer trainees should include a justification in their AWP submission.

2. Intermediate Professional Range Conservationist Training (4000-4)

The target group for the first year of this course is GS-11 and 12 Range Conservationists in key State Office and District roles. A few GS-9's may be selected if there is a special need. Note that this target group is different than that identified in the Training Catalog. Each State Director (except Alaska and ESO) will nominate two trainees in their AWP submission. States must pay travel, per diem, and work-month costs for their trainees.

3. Beginning Wildlife Professionals Training

a. 6000-1: This new pilot course for beginning wildlife and fisheries biologists was approved for the FY 1981 BLM Training Catalog. It will be held July 27-November 13, 1981. Information on selection procedures for this session will be forthcoming at a later date.

b. 6000-7: Two sessions of the Phoenix Instruction Seminar will be held for instructors of the pilot wildlife training course--December 1-5, 1980 and June 8-12, 1981. Participants will be informed of which session they should attend.

F. Phoenix Training Center Instructor Assignments

Details and instructor assignments have been approved as shown on the following list:

LANDS, MINERALS, AND RENEWABLE RESOURCES
PHOENIX TRAINING CENTER
DETAILS AND INSTRUCTOR ASSIGNMENTS

State	Individual	Purpose	Location	1 Week Est. Time Required	Travel & Per. Diem Pd.
Alaska	D. Webb	Instr. LM&R Trng.	Phoenix	1 week	PTC
	L. Jurs	" " "	"	2 weeks	"
	H. Hankins	" " "	"	11 weeks	"
	L. Allen	" " "	"	1 week	"
	S. Hicks	" " "	"	1 week	"
	K. Kletka	" " "	"	1 week	"
	L. Carufel	" " "	"	3 weeks	"
	K. Payton	" " "	"	3 weeks	"
Arizona	C. Whitlock	" " "	"	2 weeks	"
	M. Brule	" " "	"	2 weeks	"
	G. Collins	" " "	"	6 weeks	"
	M. Kirby	" " "	"	2 weeks	"
	T. Allen	" " "	"	1 week	"
	B. Parker	" " "	"	1 week	"
	L. Vanderzyl	" " "	"	1 week	"
	M. Schnitker	" " "	"	1 week	"
	D. Durfee	" " "	"	1 week	"
	L. Kipp	" " "	"	1 week	"
	G. Ramey	" " "	"	3 weeks	"
	A. Nygren	" " "	"	1 week	"
	T. Cordery	" " "	"	2 weeks	"
	T. Dingman	" " "	"	2 weeks	"
	K. Jones	" " "	"	3 weeks	"
	W. Kepner	" " "	"	2 weeks	"
	R. Mapston	" " "	"	2 weeks	"
	G. McVickers	" " "	"	2 weeks	"
	N. Middlebrook	" " "	"	2 weeks	"
	B. Milsap	" " "	"	2 weeks	"
	T. Orchard	" " "	"	1 week	"

Details and Instructor Assignments (Cont.)

State	Individual	Purpose	Location	1 Week Est. Time Required	Travel & Per. Diem Pd.
California	J. Russell	Instr. LM&R Trng.	Phoenix	2 weeks	PTC
	G. Hillier	" " "	"	2 weeks	"
	W. Lamb	" " "	"	1 week	"
	R. Barber	" " "	"	3 weeks	"
	T. Rodda	" " "	"	2 weeks	"
	K. Berry	" " "	"	2 weeks	"
	S. Hawks	" " "	"	2 weeks	"
	R. Olendorff	" " "	"	2 weeks	"
	T. Rado	" " "	"	2 weeks	"
	D. Swickert	" " "	"	2 weeks	"
Colorado	J. Schwarz	Instr. LM&R Trng.	Phoenix	2 weeks	PTC
	C. Finch	" " "	"	4 weeks	"
	R. Roberts	" " "	"	4 weeks	"
	S. Arbelbide	" " "	"	4 weeks	"
	R. McBroom	" " "	"	3 weeks	"
	J. Albright	" " "	"	2 weeks	"
	R. Dinsmore	" " "	"	2 weeks	"
	R. Gervais	" " "	"	3 weeks	"
	E. Gluesing	" " "	"	2 weeks	"
Idaho	H. Brown	Instr. LM&R Trng.	Phoenix	3 weeks	PTC
	V. Strobel	" " "	"	3 weeks	"
	L. Wilson	" " "	"	2 weeks	"
	H. Harper	" " "	"	2 weeks	"
	B. Randolph	" " "	"	1 week	"
	N. Cozakos	" " "	"	3 weeks	"
	M. Ford	" " "	"	3 weeks	"
	R. Buffington	" " "	"	1 week	"
	D. Stone	" " "	"	2 weeks	"
	V. Peugh	" " "	"	1 week	"
	M. Kochert	" " "	"	2 weeks	"
	M. Rath	" " "	"	3 weeks	"
	L. Wilson	" " "	"	3 weeks	"
Montana	R. Hoem	Instr. LM&R Trng.	Phoenix	2 weeks	PTC
	R. Bennett	" " "	"	2 weeks	"
	K. Sire	" " "	"	12 weeks	"
	C. Embertson	" " "	"	5 weeks	"
	D. Whitmer	" " "	"	3 weeks	"
	F. Batson	" " "	"	2 weeks	"
	D. Wirth	" " "	"	3 weeks	"
	A. Evans	" " "	"	1 week	"
Nevada	D. Crandell	Instr. LM&R Trng.	Phoenix	1 week	PTC
	F. Boyd	" " "	"	1 week	"
	R. Bennett	" " "	"	1 week	"
	J. Chappell	" " "	"	1 week	"
	T. Owen	" " "	"	1 week	"
	J. Bedrosion	" " "	"	2 weeks	"
	R. Nauert	" " "	"	1 week	"
	O. Casey	" " "	"	2 weeks	"
	J. Yoakum	" " "	"	4 weeks	"

Details and Instructor Assignments (Cont.)

State	Individual	Purpose	Location	1 Week Est. Time Required	Travel & Per. Diem Pd.
New Mexico	V. Manning	Instr. LM&R Trng.	Phoenix	3 weeks	PTC
	D. Rathbun	" " "	"	3 weeks	"
	J. Waggoner	" " "	"	1 week	"
	P. Kirk	" " "	"	2 weeks	"
	R. Reed	" " "	"	1 week	"
	G. Lasker	" " "	"	2 weeks	"
	D. Agnolet	" " "	"	2 weeks	"
	C. Hodgins	" " "	"	3 weeks	"
	M. Millenbach	" " "	"	2 weeks	"
	L. Upham	" " "	"	2 weeks	"
Oregon	N. Armantrout	Instr. LM&R Trng.	Phoenix	2 weeks	PTC
	C. Maser	" " "	"	2 weeks	"
	W. Neitro	" " "	"	2 weeks	"
	A. Oakley	" " "	"	2 weeks	"
	W. Sandau	" " "	"	2 weeks	"
	G. Rundell	" " "	"	3 weeks	"
	P. Sanger	" " "	"	1 week	"
	R. Plume	" " "	"	2 weeks	"
	H. Berends	" " "	"	1 week	"
	A. Majorowicz	" " "	"	3 weeks	"
	M. Berg	" " "	"	2 weeks	"
Utah	J. Moorhouse	Instr. LM&R Trng.	Phoenix	1 week	PTC
	W. Richards	" " "	"	2 weeks	"
	C. Horsburgh	" " "	"	3 weeks	"
	M. DeSpain	" " "	"	2 weeks	"
	L. Oldroyd	" " "	"	1 week	"
	S. Leonard	" " "	"	2 weeks	"
	C. Yardley	" " "	"	1 week	"
	L. Pollick	" " "	"	3 weeks	"
	P. Buff	" " "	"	1 week	"
	A. Tait	" " "	"	2 weeks	"
	D. Kauffman	" " "	"	2 weeks	"
	W. McMahon	" " "	"	2 weeks	"
Wyoming	R. Hopkins	Instr. LM&R Trng.	Phoenix	2 weeks	PTC
	M. Bohl	" " "	"	3 weeks	"
	R. Mertens	" " "	"	2 weeks	"
	C. Hanson	" " "	"	3 weeks	"
	D. Wadleigh	" " "	"	1 week	"
	C. McBurney	" " "	"	2 weeks	"
	J. Winter	" " "	"	1 week	"
	E. Gheen	" " "	"	2 weeks	"
	R. Gumtow	" " "	"	2 weeks	"
	P. Roseberry	" " "	"	2 weeks	"

Details and Instructor Assignments (Cont.)

State	Individual	Purpose	Location	1 Week Est. Time Required	Travel & Per. Diem Pd.
ESO	D. Goodermote	Instr. LM&R Trng.	Phoenix	2 weeks	PTC
	V. Waggoner	" " "	"	2 weeks	"
DSC	C. Brownell	Instr. LM&R Trng.	Phoenix	2 weeks	PTC
	P. Rogers	" " "	"	2 weeks	"
	W. Crisco	" " "	"	3 weeks	"
	K. Esplin	" " "	"	1 week	"
	B. Johnson	" " "	"	2 weeks	"
	T. Holland	" " "	"	1 week	"
	R. Johnsen	" " "	"	1 week	"
	M. Rector	" " "	"	1 week	"
	R. Thompson	" " "	"	1 week	"
	M. Roybal	" " "	"	1 week	"
	B. McGarvey	" " "	"	1 week	"
	G. Dubois	" " "	"	1 week	"
	A. Strobel	" " "	"	4 weeks	"
	J. Baker	" " "	"	4 weeks	"
	R. Clark	" " "	"	2 weeks	"
	T. Sieverding	" " "	"	2 weeks	"
	M. Call	" " "	"	3 weeks	"
	A. Cooperrider	" " "	"	2 weeks	"
	P. Cuplin	" " "	"	2 weeks	"
	R. Kerr	" " "	"	4 weeks	"
HQ	L. Bellesi	Instr. LM&R Trng.	Phoenix	3 weeks	PTC
	R. Chandler	" " "	"	1 week	"
	R. Conrad	" " "	"	4 weeks	"
	K. Corrigall	" " "	"	2 weeks	"
	B. McClure	" " "	"	2 weeks	"
	D. Little	" " "	"	3 weeks	"
	B. Mollohan	" " "	"	1 week	"
	S. Wolf	" " "	"	3 weeks	"
	D. Truesdell	" " "	"	1 week	"
	B. Moore	" " "	"	1 week	"
	L. Waters	" " "	"	1 week	"
	C. Erb	" " "	"	1 week	"
	F. Shields	" " "	"	5 weeks	"
	B. Anderson	" " "	"	4 weeks	"
	C. Hall	" " "	"	1 week	"
	S. Hughes	" " "	"	1 week	"
	D. Zimmerman	" " "	"	3 weeks	"
	M. Hengel	" " "	"	1 week	"
	G. Schmidt	" " "	"	2 weeks	"
	D. Almand	" " "	"	2 weeks	"
	J. Crawford	" " "	"	1 week	"
	Inven. Spec. (240)	" " "	"	3 weeks	"
	D. Meridith	" " "	"	6 weeks	"
	E. Roberts	" " "	"	4 weeks	"
	D. Seibert	" " "	"	3 weeks	"
	T. Sopher	" " "	"	1 week	"
	T/E Spec. (240)	" " "	"	2 weeks	"
	J. Warburton	" " "	"	2 weeks	"

III. Phoenix Training Center (continued)

G. We are considering holding an extra session of the Beginning Lands Resource Management Course (2000-1) starting January 21, 1981 at the Phoenix Training Center, providing there is sufficient interest by the States. Those States who are interested should submit nominations with their AWP submission. Because the Phoenix Training Center was not funded for this extra session and it may be held as a result of field requests, those States having nominees selected for attendance must transfer to the Phoenix Training Center approximately $10,000 from their Lands cost target (4211 or 4212) to cover Work-Months, and $3,300 of their travel for Transportation and Per Diem. (Alaska transportations costs will be higher).

The following criteria and details will apply:

1. Nominee must be a beginning Realty Specialist or Realty Technician (GS-4, 5-7 or 9) performing lands and realty work.

2. Trainees would attend 4 months of school and return to their respective districts.

3. List names, position titles, grades and office locations. Include your priority ranking for each nominee.

YACC/YCC PROGRAMS

I. General

The FY 1981 appropriation for the YACC program has not yet been established. However, the Office of Youth Programs has requested that BLM provide planning guidance at three different funding levels. Instruction Memorandum No. 80-675, dated August 1, has been forwarded requesting this information. The Instruction Memorandum reflects allocations of enrollees with related dollars for each state at all three funding levels. Instructions for preparing camp budgets are also contained in the Instruction Memorandum.

2110 - BUILDING CONSTRUCTION
2120 - RECREATION CONSTRUCTION
2130 - TRANSPORTATION CONSTRUCTION
6110 - BUILDING CONSTRUCTION (O&C)
6120 - RECREATION CONSTRUCTION (O&C)
6130 - TRANSPORTATION CONSTRUCTION (O&C)

I. General

A. Cost targets are provided in each State's Specific Directives. The cost targets were derived from the FY 1981 Budget Justification and an analysis of each State's needs. In some instances, Support Component (01) and Survey and Design Job (54) needs identified in PAWP submissions could not be accommodated within available funding levels.

B. Cost targets are controlled by State. Projects may require phasing to be within your estimated construction (contract) cost target. Where appropriate, projects will be prepared using several bid schedules to assure contracts will be within the contract estimate. Overruns will probably necessitate adjustments within your obligation program.

C. Analyze your FY 1980 work-month cost experience and adjust, if necessary for FY 1981 planned. Make adjustments from within your cost targets to cover additional work-month costs, but do not reduce the construction dollars to the point where the products cannot be realistically built with the available funds.

D. Submit a Construction Worksheet (Form 1680-16) which spreads your total FY 1981 cost target as provided in the Specifics. This total is controlling and cannot be exceeded.

E. On the same worksheet, show FY 1980 projects which cannot be obligated until FY 1981 or which require carryover of contract supervision into FY 1981. Separate these items from the FY 1981 total by a horizontal line across the worksheet. These amounts are in addition to the FY 1981 total but must be within your estimated unobligated funds from FY 1980. Actual carryover will be calculated by Director (640) and your cost target adjusted accordingly.

F. (2130 and 6130 ONLY)

Stockpiling of material for future maintenance may not be included in a Transportation Construction contract unless the stockpiling is funded from Transportation Maintenance (2230 and 6230). When submitting your Construction Worksheet, show only construction related costs. Program stockpiling in Transportation Maintenance (2230 and 6230).

G. Construction

In developing your AWP project, your funding needs to provide capability for Survey and Design of out-year projects and administration of ongoing construction projects.

II. Special Attention Items

A. Construction and Maintenance Assistance (SC)

1. Technical engineering assistance capability from SC is fully committed for FY 1981. Design and assistance priority lists are included at the end of these General Directives. SC will not honor new requests for technical assistance from field offices when assistance will require over one work-month of effort. Requests over one work-month will be submitted to Director (730) with justification. All requests of less than one work-month will be submitted directly to D-420 with a duplicate copy to Director (730). Depending upon the nature or requests some adjustments may be made to the existing program priority lists as the year progresses.

2. Technical assistance priorities for each State Office are listed at the end of these directives. Read the directives concerning priorities. Offices will not request SC to circumvent or adjust the priority listings. Contact the Director (730) for proposed changes in priorities.

3. Approval of the Director (640 and 730) is required before including construction of any temporary building in your AWP's funded from non-construction activities. A temporary building is defined as a building designed for utilization of periods of less than ten years.

B. Procurement Plan

The procurement plan will require coordination with D-420 for project work being designed by them.

C. Design Criteria

1. All office additions and new office space should make maximum use of open areas (BLM Manual Section 1535). This will provide flexibility for future expansion or organizaitonal changes. Interior walls and/or permanent partitions should be limited.

2. Unnecessary frills will be eliminated on all projects as a matter of policy regardless of user requests. Facilities must be designed within the construction funding limits provided.

3. New building design must provide for both active and passive design techniques to achieve a reduction of 45 percent in the average annual energy requirement per gross square foot of floor area in 1985 based on the 1975 base annual energy use per gross square foot. All buildings for which design specifications were completed after November 1977, will be used in the average calculations made in 1985.

4. Solar heating, cooling, and domestic hot water systems should be considered for all new building construction only where cost effective.

5. Be prepared to identify the costs of all energy conservation measures at a later date when OMB and DOE reporting instructions are issued.

6. American National Standards Institute (ANSI) specifications are to be used to measure accessibility and usability of Bureau facilities for the physically handicapped person.

7. Fallout shelters are to be considered as an integral part of Building Design. The file should be documented if fallout shelter space is to be prepared by others.

8. Refer to BLM Manual Section 9102 for more specific design criteria.

III. Construction and Maintenance Assistance Directives

The Service Center will follow these general priorities in scheduling the FY 1981 workload:

- Review of S.O. designs and work associated with on-going construction projects.

- Design of projects in the FY 1981 construction program.

- Complete any outstanding WAR's.

- Site studies, technical assistance and condition surveys.

- Be prepared to assist States with techincal energy surveys of some buildings (specific buildings to be identified later by HQ Energy Coordinator), if requested by States. This is in accordance with 10 CFR Part 436 and the Departmental Energy Conservation/Management Program Plan.

- Design of projects in the FY 1982 construction program.

- The projects identified as follows are not listed in priority order within each work category and there are no priorities between work categories. Priorities will be based on the availability of necessary technical skills and of required project design data. Design work will not begin until all required design data has been received in DSC.

- These genereal guides must be tempered with seasonal demands, field conditions, critical time demands frequently associated with some projects.

- Additional guidance is contained in the General Directives and the State specific directives.

- Be prepared to assist States with technical training relative to range improvement structures, if requested.

IV. Building Work Category

State	Activity	Project Name	Remarks
CO	2110	Miscellaneous Review of Design by D.O. and S.O.	
CO	2110	San Juan R.A.H. Montrose District near Delores, CO	Location Analysis, site study of facility to be built in the future as soon as funds can be secured.
CO	2110	Craig District Office Expansion	Siting of addition to office building at Craig.
CO	2110	Dispatch Console for Western Slope Fire Operations WSFO	Design a dual position Fire Dispatch Console for the new facility at WSFO. Console must be designed so that operation can be accomplished by persons in wheelchair.
ID	2110	ISO - Darkroom	Provide technical design assistance on electrical service and ventilation for darkroom facilities, Idaho State Office.
ID	2110	YACC Bldgs., Statewide	Provide design assistance as needed for electrical and mechanical needs. All buildings are similar and design requirements are similar.
ID	2110	Squaw Butte Fire Lookout	Design of pressured water supply system for Squaw Butte if not included in initial design of fire lookout.
MT	2110	Mile City Fire Warehouse	Design electrical and mechanical system for small office space in warehouse.

Building Work Category

State	Activity	Project Name	Remarks
OR	6110	Eugene D.O. Complex A-E	Contract Renegotiation (if necessary) and A-E Design Review.
OR	6110	Salem D.O. Complex	Final Inspection.
OR	6110	Horning S.O.	Warranty Inspection.
ID	2210	Salmon D.O. Sanitation Study	Analysis waste disposal system at Salmon D.O. and make recommendation for corrective measures or system modifications that might include lift stations and/or a sewage lagoon.
ID	2210	Salmon D.O. Water Supply Study	Analysis present water system and make recommendation on methods to improve present system. The present water system inadequate and cannot produce the required volume to meet the district needs.
ID	2210	Shoshone D.O. Complex Energy Retrofit	If not included as part Phase IV, provide energy retrofit design on existing facilities including additional insulation in main office; double windows; preferably sliding; and other energy conservation features.
ID	2210	Idaho Falls D.O. Yard Complex	Field trip to Idaho Falls D.O. Yard, analysis of electrical system to see if the system meets current code, make recommendations.
MT	2210	Montana Electrical Inspection	Inspect electrical insulations around State - mainly walls located in Billings and Miles City area.

Building Work Category

State	Activity	Project Name	Remarks
MT	2210	Miles City	Renovation of Miles City HUAC.
UT	2210	Hanksville Housing Area Maintenance Plan	Prepare a detailed maintenance and operating plan for BLM-owned family housing units in Hanksville. Special emphasis should be placed on exterior finishes, interior plumbing and interior finishes.
WY	2210	Building Evaluation	Cyclic evaluation of Wyoming's office facilities.
AZ	2120	Sewage Treatment Plant (Senator Wash)	DSC Design Review and Technical Advice.
CA	2120	Yuha Way Station	Provide an A&E review and construction inspection review.
NM	2110	Bisti Region Multiple Resource Center	Development of an A&E prospectus.
OR	6120	Rand Recreation Site	Design Review of (OSO Design or Contract Design)
AZ	2130	Burro Creek Bridge	DSC scheduled inspection for structural soundness.
ID	2130	Deer Creek Bridge Boise District	Analyze present bridge for structural integrity and make recommendations.
WY	2130	Preliminary Bridge Design (Statewide)	Preliminary design or evaluation of standard design of several bridges needing immediate replacement.
WY	2230	Bridge Evaluation (Statewide)	Load rating and condition surveys of existing bridges on public lands.

Building Work Category

State	Activity	Project Name	Remarks
UT	2110	Henry Mountain R.A. HQ Maintenance Plan (Hanksville, Utah)	Prepare detailed maintenance plan for new pre-engineered steel building. Include preventative maintenance sections for all major systems.
WY	2110	Building Design Assistance	Assist the State Office in designing the first phase of the Worland Districe Office Complex and the renovation of the Cody Post Office Building.
BIFC	2110	Shop	This is a 60 x 100 rigid frame building that is presently being erected under the YACC Program. Foundation and floor plan design has been completed but electrical design is needed. Additional architectural and structural assistance will be required for the interior design and second floor details.
BIFC	2110	National Weather Service Office	The National Weather Service (NWS) is attempting to get funding for construction of a portion of the proposed new Administration Building. The result would be phasing of the construction. BLM would be responsible for design. The timeframe is preliminary engineer planning in FY 81 - design in FY 82 - construction in FY 83-84.
BIFC	2110	Aircraft Shade Structure	Design foundation and electrical for a Forest Service funded pre-engineered metal structure.

2140 - LAND AND EASEMENT ACQUISITION
6140 - LAND AND EASEMENT ACQUISITION - O&C

I. General

A. A reduced acquisition budget this FY requires considerable "belt-tightening" as well as a closely managed program. In order to maintain a producing program, within a limited budget, the following program guidance must be considered in preparing your program:

° Continue to work on those acquisitions listed in your FY 80 AWP which will not be completed in FY 80.

° Priority will be placed upon obtaining legal access to implement the Bureau's mainline transportation system and correcting roads, to support the Bureau's resource programs (forestry, range, minerals, recreation, etc.) and provide, when justified, public access to the public land.

° Acquisitions must be consistent with Bureau land use plans.

B. All easement acquisitions other than O&C Grant Lands and the Land and Water Conservation Fund acquisitions will be charged to 2140.

C. Cost targets provided in these Directives do not include any FY 1980 carryover. If there is any carryover, it will be reallocated based on current year priorities.

D. All land and easement acquisitions are a part of the Bureau's procurement program under the new financial management system. As in the past, all acquisitions must be submitted on the Land and Easement Acquisition Worksheet (Form 1680-15). The acquisitions must also be shown on the Procurement Plan (Form 1680-5). To complete the Procurement Plan (Form 1680-5) the estimated settlement cost (land or easement price) must be separated from the direct acquisition cost, which includes WM costs and is shown in Column 11, Land and Easement Acquisition Worksheet (Form 1680-15). Each planned acquisition must be entered by project on Form 1680-5 along with the estimated settlement price. After the project name the number of acquisitions should be included in Column 10, Form 1680-5 and the cost (Column 17) should reflect the total settlement price of all acquisitions. The procurement type to be used in completing Column 8 of Form 1680-5 is N06 noncompetitive, less than $100,000 or N05 noncompetitive, more than $100,000. Refer to the Introduction Section of the General Directives concerning preparation of procurement plans for further guidance.

E. Costs for contract appraisals and title evidence must be included on the Procurement Plan (Form 1680-5). You may include the total estimated costs of all contract appraisals in a single line entry in your procurement plan. Costs will be charged against this line-item as contracts are awarded for appraisals. Estimated costs for title evidence should also be entered as a single line entry and costs charged against this line-item as they occur.

F. Funds planned for equalization payments for exchanges and land acquisition fee must be accommodated within your cost target. These needs should also be identified and included as separate items on the Land and Easement Acquisition Worksheet (Form 1680-15) and the Procurement Plan (Form 1680-5).

G. Easements to be acquired are to be listed in priority order on the Land and Easement Acquisition Worksheet (Form 1680-15). Separate submissions are to be made for the 2140, 6140 acquisitions and the Land and Water Conservation Fund (9400) acquisitions.

H. Any additional acquisition costs in excess of the cost targets shown in the specifics and included on Form 1680-5 must be approved by the Director (640) and (330). Additions must be justified in programmatic terms. The same requirements apply to any proposed substitutions or revisions in lists submitted with your AWP's.

I. Insure adequate support is directed to current and out-year timber production commitments is identified by State in General Directives for 4310 - Forest Management, Public Domain.

J. Acquisition of temporary easements is not encouraged, but may be acceptable in some situations. To comply with the stated BLM policy requiring State Director approval as stated under BLM 2130-11C2 (Release 2-74, supra) each State Director is to establish procedures which will insure uniformity in acquisition of temporary easements within their State. Such procedures are to be issued by manual supplement or State numbered memorandum.

2210 - BUILDING MAINTENANCE
2220 - RECREATION MAINTENANCE
2230 - TRANSPORTATION MAINTENANCE
6210 - BUILDING MAINTENANCE (O&C)
6220 - RECREATION MAINTENANCE (O&C)
6230 - TRANSPORTATION MAINTENANCE (O&C)

I. General

A. Alteration to a facility will not be performed as maintenance work, but will be scheduled in the same manner as construction items.

B. FY 1981 increases are intended to upgrade the level of maintenance on existing structures, and provide maintenance on new facilities and those that have been upgraded.

C. Maintenance work should generally not result in a higher standard facility than originally constructed.

D. Priorities

1. Safety corrections
2. Maintenance of recently constructed facilities
3. Environmental protection
4. Energy conservation

II. Special Attention Items

A. 2210/6210 - Building Maintenance

- The States with completed maintenance surveys should concentrate their work on priority needs identified through the surveys.

- Compliance with appropriate energy planning requirements. Refer to Energy Conservation General Directives.

- Provide in your building maintenance subactivity for appropriate energy retrofit projects on buildings exceeding 5,000 gross square feet to help achieve the 20 percent reduction goal in existing buildings by 1985. Solar retrofits should be considered only where cost effective.

B. 2220/6220 - Recreation Maintenance

- Priority will be given to insure the potability of drinking water and to reduce critical hazards to recreation users by fencing, signing, filling, etc., particularly in and adjacent to existing BLM recreation sites.

- Maintain facilities to comply with the Safe Drinking Water Act and the Water Pollution Control Act, and to protect the site and improvements from deterioration.

C. 2230/6230 - Transportation Maintenance

- Bridge or major culvert installation or complete replacement should be accomplished under 2130 funds.

- These funds may be used for closure and rehabilitation measures for roads that have been identified in the planning system as unnecessary and that are causing environmental damage. Rehabilitation could include such measures as water barring, ripping, and seeding.

- Bridge inspections, hazard signing, roadside mulching, ditching for erosion protection, and minor (less than 1,000 C.Y.) alignment and grade changes may be accomplished in this subactivity.

- Special attention should be given to structures, railroad crossings, and proper signing. All work of a non-emergency measure should be supported by the Bureau Planning System.

4111 - OIL AND GAS LEASING

General

Since the lifting of the moratorium on noncompetitive leasing on June 16, 1980, the renewed interest in oil and gas leasing will have a significant impact on State Office operations. In view of the regulatory provision increasing the size of noncompetitive leases from 2,560 to 10,240 acres, it is likely that the average lease size will be larger, and may add to the workload in completing status and environmental assessments.

Oil and gas leasing has top priority. Except where justifiable and defensible reasons exist, all lease offers must be processed on a pipeline basis. It is assumed that requests for reports (consent to leasing and stipulations) from the District Offices or other agencies are requested as soon as status reports have been completed. Processing of offers to lease issuance or rejection, as the case may be, should be accomplished within three months from the date of filing, whichever is sooner, to be considered pipeline. Delays as a result of getting clearance reports from the BLM investigators should be made of record where the time lag is deemed excessive, and WO (530) advised of it if a problem appears to be developing.

Simultaneous Filings

With respect to the simultaneous filings, the drawing must be held no later than the 15th of the month following the close of the simultaneous filing period. A copy of both the posted list and the results list must be furnished by WO (530).

Plan for processing claims for filing fee refunds resulting from the cancellation of the February drawing of the simultaneous oil and gas filings. The procedures for processing these claims is fully set out in Instruction Memorandum No. 80-409, Change 1, dated July 15, 1980.

Assignments

Assignments must be processed on a pipeline basis. Because the lease term continues to run and no entry upon the land is permitted by the prospective assignee until the assignment is approved, all proposed drilling activities are in effect suspended until BLM acts on the assignment. The record title assignment form is being redesigned and will be pre-numbered. It will also carry the certifications now being required by separate statement.

Except where the delay in processing results from delay in getting clearance from the BLM investigators, processing is considered pipeline if completed within 60 to 90 days from date of filing.

Military Lands

On November 1, 1979, the Secretary imposed a moratorium of the leasing of acquired military and naval lands. These lands were closed to leasing under the Mineral Leasing Act for Acquired Lands of 1947 until this act was amended by the Federal Coal Leasing Amendments Act of 1976. Applications for over-the-counter leases were received soon after the amendment became law. The regulatory prohibition against the leasing of these lands was not, however, eliminated until August 22, 1978. It is the Department's position that all applications received prior to this date were prematurely filed and, therefore, are invalid and have no priority. This position is being challenged in the Federal Courts. At the present time all action towards the processing or rejection of these applications should be deferred. Further instructions regarding the adjudication of these applications will issue when the situation becomes better defined.

Regardless of the outcome of this litigation, it is probable that the moratorium will be lifted in whole or part during FY 1981. Consideration should be given at this time to the most efficient means of conducting environmental assessments of these areas. In determining which lands should be studied first, priority should be given to those lands most likely to elicit industry interest. Where possible, acquired military and naval lands should be included in regional environmental assessments.

Workshop

Oil and gas leasing workshop will be scheduled at a date to be determined to deal with changes in the regulations, as well as changes which may result from pending legislation.

Automation of Simultaneous Filings

Plans are going forward to automate the simultaneous filing system, although there may be slippage in the tentative schedule announced at the Denver meeting in June. Various proposals are now being considered for monitoring the system. When final decisions have been made, you will be advised accordingly.

Work Accomplishments

To support the proposed increase in funding for the oil and gas leasing program, each State Office is required to increase its work accomplishments by 10 percent in the following categories: (1) lease issuance, (2) review of development plans, (3) conducting compliance checks, and (4) processing assignments.

Submit minerals casework reports to WO 530 on a quarterly basis. Use the existing form until the revised edition is available.

4112 - COAL LEASING

I. General

A. In Fiscal Year 1981, the coal program will be treated as a separate subactivity (4112) as far as funding and the financial management system are concerned. That is, each State Office, ESO, and DSC has a cost target specifically for coal. Coding will be the same as in FY 80 except that instead of using 4110 you will use 4112. For example, if you want to code to Studies and Research, job code 25, you write 4112-1125. If you are coding to program coordination, you will write 4112-0109. EIS work would be coded to 4112-1127.

B. Your AWP is to address each of the coal program work elements listed in Table 1 if applicable plus any other elements you can identify. Table 1 which is to be included in your AWP submittal should include all work months (WM) and other costs included in your cost target plus one-time increase items. In preparing Table 1, your schedules and cost estimates should correspond to those listed in the report titled "Planning and Budgeting for the Federal Coal Management Program FY 1980 through 1985." Unit costs (Appendix A of the report) and schedules for land-use planning, activity planning, lease sales, etc. have been previously established for each of the major coal States. If your AWP cost estimates or schedules differ from those contained in the above mentioned report, you must identify the difference and the basis for the difference. The estimates in the planning and budgeting report are considered to be average Bureau costs and may be higher or lower than your state's cost. Also, you must add your 01 support cost to the costs in the report. In computing your FY 81 Base cost target, the Office of Coal Management (OCM) used your estimated FY 80 ratio of support costs to component 11 costs as per your PAWP submittal. See the State Specific Directives for further details on cost computation.

Contact Lee Koss in the Office of Coal Management (FTS 343-6821) or the DSC, Division of Special Studies, for assistance in making cost estimates for technical investigations, if necessary.

Provide a brief narrative statement for each of the elements identified in Table 1, including names of applicants, MFP names, Project and/or EIS names, serial numbers, etc. where you can. See the following General and State specific directives concerning information you are required to submit in your AWP concerning inventories and technical investigations.

C. Projects or costs which cannot be included in your AWP base cost target and one time increases are to be listed separately and ranked according to your priorities. Include cost estimates and WM estimates for each item including 01 support costs. Describe each project, its relationship to the coal program schedules, what will happen if it is not funded, etc. Identify any site specific coal EIS's you plan to prepare in FY 1981 as a one-time increase need since these have not been included in your FY 1981 AWP base.

Denver Service Center and States with active coal program work are to indicate what their additional position requirements will be for the coal program in FY 81. The Bureau has received an increase of 49 in the position ceiling for FY 1981, specifically for the coal program. Your request must include a detailed statement of what the positions would be used for including the project name and location. Also indicate where the positions would be located. A tentative distribution of new positions is included in the State Specific Directives so you can project your work accomplishments. Final distribution will be made in the AWP approval memorandum. See Special Attention item II. A. below.

D. All inventories in support of land-use planning to be funded by the coal program which are not specifically related to determining where coal occurs, quality or quantity of coal, are to be specifically justified in your coal subactivity AWP submittal. You should state the reason for not funding the inventory in the corresponding subactivity. For example, if you are proposing a wildlife inventory explain why it would not be paid for out of the 4350 subactivity. An acreage and cost estimate for these inventories is to be included in the coal section of your AWP submittal. Inventories and studies for other than coal resource values in coal areas will not be funded by subactivity (4112) unless approved by the WO (160 and 640). Inventories related to surface owner consultation or consent will be funded in the coal subactivity. Refer also to the Bureau's Inventory Coding Policy in the Introduction Section - item L of the general directives.

E. All land-use planning work-months are to be programmed and charged to land-use planning subactivity (4410) unless otherwise approved by WO 160, 202, and 640. This includes land-use planning where the surface is privately owned and minerals are federally-owned (split estate).

F. Any work-months approved as exceptions under E above, or studies to be contracted in support of land-use planning and charged to the coal subactivity (4112) are to be specifically identified in your 4112 narrative. Examples of these studies would be, air quality studies, paleontological studies, socio-economic studies, and technical investigations concerning hydrology overburden and soils/ revegetation (EMRIA) related to determining reclamation potential or environmental impacts of leasing and development of Federal coal.

G. The greatest emphasis within the Coal Subactivity is to be placed on the following items (not listed in priority order): 1) land-use planning schedules related to coal leasing, 2) activity planning schedules, 3) coal lease readjustments particularly for producing leases, 4) PRLA's, 5) emergency leasing, 6) legislatively authorized lease exchanges, and 7) trespass abatement, in accordance with the schedules in the FY 1980-1985 coal planning and budgeting document discussed above. With regard to PRLA's, the Bureau is committed to processing all PRLA's by December 1984.

In order to ensure that land-use planning and Activity Planning Schedules can be met, emphasis should also be placed on coal related inventories, and technical investigations.

H. Contracting of coal related work should be undertaken where feasible. Strong consideration should be given to contracting inventories, special studies such as air quality studies, EIS's and environmental assessments, with due consideration of interagency coordination needs, schedules, and Bureau standards.

I. All technical investigation proposals (previously EMRIA proposals) in support of the coal program including hydrologic projects for your State, formerly shown in the Denver Service Center (DSC) AWP and contracted to the U.S. Geological Survey Water Resources Division, must be identified in your AWP submittal for approval by WO (160). Funding for technical investigations (including hydrologic investigations) will not be included in your base but will be funded as a one-time increase. Denver Service Center will only compile the hydrologic studies to be done in support of the coal program into one overall contract as a convenience to USGS Water Resources Division and will provide continuity between coal states and coal regions. States are directed to make arrangements with DSC to transfer funds for hydrologic studies to USGS. Coal states should rely on technical assistance from DSC, Division of Special Studies for all technical investigations conducted in support of the coal program. This function is included in WO Directives to DSC under subactivity 4112. However, primary responsibility for project identification and review to ensure that the project schedules, objectives and outputs meet the requirements of the particular State coal program, lies with the BLM State Office. Washington Office review by OCM, with assistance from DSC will be conducted to ensure that technical investigation products meet the overall Federal coal program needs.

J. Colorado, Eastern States Office, Montana, New Mexico, Utah, and Wyoming should program 2 WM each to support the Office of Coal Management on Coal program studies and regulation updates. These States should plan travel expenses for one two-week trip for one person to Denver and one two-week trip to Washington, D.C. The Denver Service Center should program 4 WM's to support and assist the Geological Survey in the surface owner appraisal workload for coal lease sale schedules to be held in FY 1981 until such time as the USGS has established appraisal expertise to handle the work themselves inhouse.

K. Table 2 provides a listing of technical investigations compiled from the State Office and SC Four-Year Authorization submittals. Each coal State is to address Table 2 in the AWP submittal. Any changes including additions and deletions should be identified. For each State, the one-time increase for Technical Investigations will be approximately 90% of the total amount for technical investigations completed in FY 80 (total shown in Table 2), except for Wyoming and DSC (See State Specific Directives). This is being done to give the coal program the flexibility to make appropriate shifts

between projects and state offices depending on coal program schedules and critical data gaps. Funding above the "90% level" will depend on priorities and availability of funds. All technical investigations should be listed according to their priority by state. Each technical investigation included in your AWP must be accompanied by the following information:

1. List technical investigations as either:

   a. hydrologic (including climatological)
   b. overburden
   c. soils/revegetation

2. State whether the study is to be a new study in FY 81 or is a continuation of an earlier FY 80 study. If a continuation, indicate the FY 80 title and justify any increase.

3. Indicate the anticipated timeframe for completion of all investigations.

4. Indicate the most immediate uses for the information, i.e., which particular tract delineation area, activity planning area, regional EIS. Also, indicate what analytic tools are needed to satisfy a particular data gap necessary to make specific decisions in the coal program.

5. Indicate at what levels in the coal program the development of this investigation proposal has been coordinated, i.e., has it already been coordinated with adjacent coal tracts, other areas, within the coal region stages and adjacent coal production regions to insure maximum transferability and avoidance of duplication. States should contact DSC Division of Special Studies or the OCM Regional Coal EIS Coordinator for the coal region(s) within their State for assistance in this coordination.

6. State why the study is necessary to accomplish BLM goals under the Federal coal management program (coordinate with DSC, Division of Special Studies). Note that inventories in support of land-use planning should be conducted by the applicable subactivity, 4340, 4350, etc.

7. Indicate the number of work-months to be required and charged to subactivity (4112) to administer or conduct the investigation.

8. Any requests for increases in permanent positions for technical investigations should accompany an analysis of present permanent positions and include justification of additional needs.

9. Obtain from contractors information listed in WO Instruction Memorandum No. 80-667.

L. Three coal State Directors meetings will be held in FY 1981. These meetings will be coordinated, when feasible, with general State Directors meetings. Coal State Directors or their representative and coal coordinators should plan to attend these meetings. In addition, plan to have your EMRIA coordinators attend two of these meetings which will be partially devoted to discussion of Technical Investigations. These meetings will most likely be held in Denver, Colorado. In coordination with the general State Directors meeting to be held on October 6 and 7, a conference will be held to discuss "Social Effects of the Federal Coal Management Program in the West". The conference is to be attended by regional coal team representatives and up to 3 other key personnel involved in your coal program. Specific information on the conference and each of the coal State Director meetings will be provided by memorandum when the details are known.

M. The State and field Hydrologists in offices conducting coal activity planning should attend the interagency coordination meeting with the Geological Survey - Water resources division in March 1981. Efforts should be made to formulate firm FY 82 needs prior to this meeting and to review past GS outputs as part of the EMRIA program. Hydrologists should also anticipate a current briefing from the USGS on the modeling effort and to operate on line with the precipitation runoff model with GS personnel using data from their States coal areas. The meeting will be held at the DSC.

N. Colorado, Eastern States Office, Montana, New Mexico, and Utah plan to submit to WO-160, early in FY 81, maps and overlays showing information relative to your coal program. Information required will include coal field location; planning area boundaries; surface ownership; and the location of lease application, PRLA's, existing leases, exchange areas, industry expression areas, KRCRA's, and delineated tracts. A scale of 1:500,000 is to be used for base maps and overlays. Plan to spend 1 WM preparing these overlays and base maps. Further detail will be provided by instruction memorandum. Wyoming has already submitted most of this information, but may be required to submit a minor amount of additional information.

O. Questions concerning the AWP coal directives should be referred to Reed Smith in the Office of Coal Management (FTS 343-4537), except for those questions pertaining to the technical investigations (EMRIA) which should be referred to Lee Koss also in the Office of Coal Management (FTS 343-6821).

P. Funding for processing of Unsuitability Petitions has not been included in the FY 1981 cost targets. Therefore, offices anticipating work on unsuitability petitions must identify associated additional needs.

Q. For FY 1981, Colorado, Montana, New Mexico, Utah, and Wyoming are to plan to semiannually revise and/or update data in the Automated Coal Lease Data System (ACLDS). Also, in the timeframe required, provide appropriate computer printouts for all requests for State - level data in the ACLDS.

R. For FY 1981, Alaska, Oregon, California, and the Eastern States Office are to plan to semiannually review, revise and/or update the data from the ACLDS. The Denver Service Center will send the Printouts to these States with the data to be reviewed, prior to the update.

II. Special Attention Item

A. The Bureau appropriation for the coal program, subactivity 4112, is expected to include a substantial amount for preparation of Site specific EIS's. The EIS's have not been specifically identified in the Bureau's FY 81 Budget Justification but were justified based on an anticipated need to process some PRLA's, lease applications, exchanges, etc., separately from the Regional EIS's. To date, only a few of these EIS's have been specifically identified and, therefore,

only a small portion of the funds have been identified in the AWP for allocation to the field offices. In order to ensure commitment of the funds in FY 1981, each state should identify, as soon as possible, the need for coal related site specific EIS's or major EA funds. Once the specific EIS's or major EA's are identified, the funds will be allocated to the appropriate office. It is very important to note that the increase of 49 positions in the Bureau's coal program was primarily justified by the anticipated site specific EIS workload. Therefore, the new coal positions distributed to the states through the AWP will have to suffice for preparation of all site specific EIS's or major EA's conducted in FY 81. In other words, if the need arises to prepare a site specific EIS, the funds will be available from the Washington Office, but the WM's for preparation and monitoring of the contract (BLM is committed to contracting these EIS's when possible) will have to be provided by the field offices. It is imperative that each State Office build in the necessary flexibility to handle these contracts as the need arises, using existing capability and new coal positions distributed in the FY 81 AWP.

In order to help ensure that the funds appropriated to the Bureau for EIS's can be obligated in FY 81, State Offices are encouraged to submit proposals for use of the funds within the coal program in the event the need for EIS's does not materialize. The proposals would most likely have to be contracted because of the lack of positions to perform the work.

B. All States to be involved in Coal Activity plans during FY 81 are to coordinate their AWP submittals with all other States involved in the same activity plans. This is to ensure that all work will be covered and that duplication of effort does not occur.

TABLE 1 1/
(Workload within cost target)

Workload Element	Estimated No. to be Processed			Total Cost estimate including 01 Support ($000)	Total WM including 01 Support	Comments
	Complete	Start	Continue			
1. Lease Applications (Not PRLA's)						
2. Preference Right Lease Applications						
3. Coal Lease Exchanges						
4. Coal Trespass						
5. Negotiated Sales						
6. Exploration Licences						
7. Coal Lease Modifications						
8. Coal Lease Readjustments						
9. Mining and Reclamation Plan Reviews						
10. Assignments						
11. Inventories						
12. Site Specific EIS's						
13. Studies and or contracts associated with LUP's (other than inventories). For example: Air Quality; Socio-economic; Surface owner consultation						
14. Activity Plans 2/						
15. Technical Investigations (EMRIA)						
16. Unsuitability Petitions						
17.						
18. List other items						
19.						
Total						

1/ See general and specific directives for guidance on workload estimate.
2/ Include all support necessary for Regional Coal Team meetings, etc.
3/ Total should equal your cost target plus one-time increases

TECHNICAL INVESTIGATIONS IN SUPPORT OF COAL LAND LEASING

CA-Central Appalachia, DR-Denver Raton, EI-Eastern Interior, FU-Fort Union, GH-Green River-Hams Fork, O-Oklahoma, PR-Powder River, SA-Southern Appalachia, SJ-San Juan, US-Uinta-Southwestern Utah

1980			1981		1982	
COLORADO						
	Project Name					
GH	Colium Gulch Overburden Study	$150,000		$		$
DR	Hydrologic Characterization Raton	89,000	Continuing	$ 89,000	Continuing	$ 89,000
US-PR-DR-GH	Ground Water Monitoring	150,000	"	150,000	"	50,000
GH	North Park Hydrologic Characterization	60,500	"	60,500	"	77,000
GH	Hydrologic Modeling	167,300	"	167,300	"	175,000
GH	Coal Spoil Hydrology	125,000	"	133,000	"	90,000
	Coal Resource Evaluation	18,000	Hydrologic Charact. Test Area (con't)	100,000		
GH	North Park Sage Grouse Study	18,000	Continuing	5,000		
GH	Air Quality Modeling	40,000	Synopotic QW Program-Yampa R.	70,000		
GH	Revegetation Studies (O&M)	10,200	Continuing	3,000	Continuing	5,000
GH	Revegetation Studies (Lay-Mabell)	15,000				
	Hydrologic Investigations (Post Area)	40,000			Continuing	50,000
GH	Hydrologic Characterization (Colium Gulch)	70,000	Applying QW Program-Yampa R.	200,000	"	60,000
	Total	$953,000	Continuing	50,000	"	200,000
			GH Overburden Study	200,000	"	5,000
			GH Reclaimed Grazing Study	16,000	"	2,000
			GH Reclaimed Study (O&M Kerr)	1,000	"	2,000
			US Revegetation Study[a] (Uinta)	10,000	GH Mine Spoil Shaping	100,000
			Total	$1,254,800	GH Mining/Elk Habitat	60,000
					GH Plant Uptake/Mine Spoils	65,000
					Ground Water Analysis (WR)	20,000
					Revegetation Study (WR)	20,000
					Subsidence Study (WR)	23,000
					Climate Study (WR)	25,000
					Total	$1,168,000
DENVER SERVICE CENTER - Division of Special Studies						
			Data Analysis Assistance	$ 10,000		
			Benefit-cost Analysis of T/I in support of Coal Program	15,000		
	Report Preparation	$ 41,000	Ongoing	20,000	Ongoing	$ 20,000
	Climate Assessments (Reports)	40,000	"	100,000	"	100,000
	Overburden Geochemistry	100,000	Stream baseflow analysis coal areas	23,200		
	Wildlife Habitat Reclamation Literature	10,000				
	State Reclamation Laws Summaries	7,500				
	Hydrologic Model Data Acquisition	70,000				
	Hy. Model Dev-QW, Sediment, Surface/GR W	70,000	Ongoing	68,900	Ongoing	74,000
	Plant Information Network	15,000	"	15,000		
	Reclamation Equipment Development	200,000	"	150,000	Ongoing	150,000
	Reclamation Training Package Dev.	65,400	"	150,000	"	150,000
	Channel Geometry Regionalization	100,000	Suspect Metal Levels (Montana State U.)	100,000		
	Regional Geochemistry-QW Studies	75,000				
	Development of Reclamation Handbooks	100,000	Ongoing	100,000	Ongoing	100,000
	Total	$893,900	Coal Data Exchange	200,000	"	200,000
			Mine Spoils Surface Treatment (USFS)	150,000	"	150,000
			Seismic Char. of Watershed	250,000	"	100,000
			Total	$1,352,100	Total	$1,064,000
EASTERN STATES						
SA	Hydrology of Tract Delineated Areas (AL)	$149,100				
SA	Hydrologic Surveillance (AL)	153,800	Continuing[a]	$ 210,000	Continuing	$220,000
SA	Hydrologic Modeling (AL)	46,200				
SA	Baseline Hydrologic Data Collection (AL)	9,000				
SA	Coal Resource Evaluation (AL)	7,500				
SA	Soil Characterization (AL)	8,000				
SA	Overburden Characterizations (AL)	200,000	Continuing	120,000		
	Total	$573,600	CA Hydrologic Model Transfer	180,000		
			SA Hydrologic Char. (AL)	110,000		
			EI Hydrologic Model Transfer	155,000		
			SA Revegetation Studies (AL)	85,000	Continuing	200,000
			WI Hydrologic Model Transfer	50,000		
			Total	$910,000	CA Soils Mapping (KY)	19,000
					CA Overburden Char. (KY)	125,000
					CA Hydrological Char. (KY)	120,000
					SA Ground Water Mod. (AL KY)	80,000
					Total	$764,000

TECHNICAL INVESTIGATIONS IN SUPPORT OF COAL LAND LEASING

DR-Denver Raton, FU-Fort Union, GH-Green River-Hams Fork, O-Oklahoma, PR-Powder River, SA-Southern Appalachia, SJ-San Juan, US-Uinta-Southwestern Utah

MONTANA-NORTH DAKOTA

	Project Name	1980	1981	1982
	Overburden (Beaver Cr)	$ 45,000		
	Overburden (Sweeney-Snyder)	54,000		
	Overburden (Mini Sites)	20,000	Continuing + Circle KRCRA $ 40,000	
	Soil & Revegetation	50,000	Continuing 50,000	Continuing $ 50,000
	Coal Resource Evaluation	81,000	10 Drill Holes in Big Dry KRCRA = 150,000	
	Hydrologic Characterization of E.M.T.	217,800	Continuing 266,290	Continuing 150,000
	Activity Planning/Hydrology	125,000	Continuing 136,900	
	Surface/Water Quality Analysis	100,600	Continuing 37,500	Continuing 50,000
	SS Ground Water Investigations	174,600	Continuing 182,400	
	Red Water Overburden Study	45,000		
	Bull Mountains Overburden Study	30,000	Continuing 92,460	
	SS Hydrology-Wibaux Bench and Rattlesnake	168,300		
	Garrison Overburden Analysis	45,000		
	Mercer Overburden Analysis	54,000		
FU	Upper Ft. Union Geochemistry Studies	60,000	Continuing 24,000	
PR	Prairie Dog Cr. Hydrologic Modeling	89,500	Continuing 58,700	Continuing 150,000
	Beula Trench & Wibaux Beach Hy. Modeling	140,500	Continuing 157,890	
PR	Wildlife Habitat Reclamation Potential (MT)	5,000	Continuing 5,000	Continuing 5,000
FU	Wildlife Habitat Reclamation Potential (ND)	5,000	" 5,000	" 5,000
	McKenzie County GS Invest.	6,800	Analysis of Otter Cr. (pub) 5,000	Continuing 5,000
	Total	1,516,300		" 90,000
			Channel Geometry 13,000	" 130,000
				" 150,000
			S-S Hydrol. Invest	
			SE Williams County 150,000	
			New Leipzig 25,000	Overburden & Reclamation 400,000
			Hydrologic monitoring of coal areas 14,600	Overburden & Mini Sites 25,000
				Soils Characterization 100,000
			Salinity Studies in Coal Areas 24,900	Coal Resource Evaluation 80,000
			Water Quality Network Analysis 17,300	SS Groundwater Studies 175,000
			Total 1,463,420	Total 1,715,000

TECHNICAL INVESTIGATIONS IN SUPPORT OF COAL LAND LEASING

DR-Denver Raton, FU-Fort Union, GH-Green River-Hams Fork, O-Oklahoma, PR-Powder River, SA-Southern Appalachia, SJ-San Juan, US-Uinta-Southwestern Utah

1980			1981			1982		
NEW MEXICO-OKLAHOMA								
	Project Name							
SJ	Watershed Characterization	$ 12,700	Continuing		$ 20,000			
SJ	Hydrologic Surveillance	137,900	"		120,300		Continuing	$ 60,000
OK	Hydrologic Investigation-Blocker Area	49,000	"		54,000		"	30,000
OK	Hydrologic Investigation-Rock Island Area	30,900	"		32,000		"	19,000
OK	Hydrologic Investigation-Red Oak Area	42,900	"		47,000		"	26,000
OK	Hydrologic Investigation-Stigler Area	46,000	"		50,000		"	28,000
OK	Sediment Study-Lehigh Area	87,800	"		97,000		"	110,000
OK	Watershed Characterization	15,000	"		20,000		"	10,000
OK	Hydrologic Model-Kimbeto	61,500	"		70,450	OK	SS Sails & Revegetation	100,000
OK	Hydrologic Modeling-Lehigh Area	100,700	"		105,000		Continuing	125,000
	Coal Resource Evaluation	10,000						
	Total	594,400		Total	$615,750		Continuing	375,000
						OK	Test Wells	49,000
							Total	$932,000
UTAH								
US	Ferron Sandstone Hydrology	$114,500						
US	C. Wasatch Plateau Hydrology	114,500	Continuing		$125,000			
US	Tract Evaluation (unsuitability)	110,000						
US	Revegetation of Emery Alton Area	50,000	Continuing		5,000		Continuing	50,000
US	Revegetation of Henry Mt. Area	15,000	"		5,000		"	5,000
US	Coal Resource Evaluation	23,500	White River Gaging		14,300			
	Total	$427,500	US	Kaiparowitz Basin Hydrology	125,000		Continuing	115,000
(Price River Hydrology - 114,500*)=(Did not show up)			US	Price River Hydrology	125,000		"	104,000
(Escalante Hydrology - 107,000) =(BLM/GS Contract)			US	Flood Plain Mapping for Unsuit.	100,000		Coal Hydrology-San Rafael	115,000
(Also - $13,000 for White River Gage)				Total	$499,300		Total	$389,000
WYOMING								
PR	Hydrologic Monitoring-Powder River	$ 9,000	Continuing		$ 9,710		Continuing	$ 9,000
GH	Hydrologic Monitoring-Green River & GD	97,000	"		97,920		"	96,000
	Hydrologic Monitoring-Hanna Basin	26,000	"		29,130		"	26,000
	Hydrologic Monitoring-Other Basina	54,000	"		52,520		"	68,000
	Precip., Inf. & Runoff Relations	50,000	"		67,700		"	65,000
	Plains Area Runoff Water Quality	53,000	"		52,000		"	55,000
	Stream Flow Characteristics	85,000	"		73,600		"	70,000
	Water Resources Data Bank (University)	30,000	"		30,000		"	30,000
	Casper Dist. Alluvial Valley Floors Id.	70,000						
	Ground Water Monitoring Literature	30,000						
	Total	$504,000	Overburden Studies		350,000		Continuing	350,000
				Total	$762,580		Total	$769,000

4113 - GEOTHERMAL LEASING

General

Tentative schedules should be developed for reoffering the acreage in relinquished and terminated leases. The proposed regulations in 43 CFR 3211 will be published as final rulemaking whether or not the pending legislation is enacted. Consolidate or group tracts in the same general KGRA area where existing environmental assessment can be readily utilized or updated. Follow the same process as previously in developing noncompetitive leasing schedules.

Pending legislation (both House and Senate passed bills) would require processing all existing and new noncompetitive lease applications within 12 months. Reduce and maintain the noncompetitive lease application backlog to 12 months or less in accordance with Instruction Memorandum No. 80-392. In the event the legislation is enacted, you will immediately be required to submit a 12-month schedule for processing all pending noncompetitive applications. Use of phased environmental review, in conformance with Instruction Memorandum No. 80-198, is to be used where possible. Extensive inventories and detailed environmental assessments are to be deferred until such time as post-lease development proposals are made.

Environmental Assessments

Complete environmental reviews on all unoffered or partially offered KGRA's by the end of FY 81. Parcels should be offered for competitive lease within six months after completion of the environmental review.

Geothermal Coordinators

Geothermal Field Coordinators, as established by Instruction Memorandum No. 80-687, should assemble complete records on KGRA's within their States by the end of the first quarter of FY 81. Coordinators should also contact both the U.S. Forest Service to obtain that agency's leasing schedule and the State Energy Offices to obtain their list of areas having the highest priority for geothermal development.

Manuals and Guidelines

A draft BLM Manual, Chapter 3200, will be distributed for comment and review in the first quarter of FY 81. Sections addressing utilization will follow. Any applications for substantial direct thermal utilization (gasohol production, large scale crop drying facilities, etc.) should be coordinated with WO 530.

The geothermal guidebook described in Instruction Memorandum No. 80-502 is expected to be ready for review during FY 81.

4114 - OIL SHALE

Oil Shale

The oil shale States should develop plans to begin implementation of the Under Secretary's decision to consider up to four additional prototype oil shale leases. The FY 81 actions will generally include the initial stages of amending the Management Framework Plan in the appropriate resource areas and beginning the activities necessary to prepare a supplement to the Prototype Oil Shale Leasing Program Final Environmental Statement. These will include necessary inventories, site specific environmental analysis and other activities relating to implementation of the land use planning regulations and initial leasing procedures (tract delineation, tract ranking, etc.). Colorado and Utah should refer to their specific directives. Although initial indications are that Wyoming may not be actively involved, the results of tract nomination procedures may change that conclusion. Wyoming should be prepared for this possible change and develop some contingency plans similar to Colorado and Utah.

Tar Sands

The difficulty in distinguishing between oil hydrocarbons and tar sands hydrocarbons has led to a 15-year moratorium in tar sands leasing. Legislation to establish a single hydrocarbon lease to encourage tar sands development has passed the House and is scheduled for Senate hearings. A Secretarial Issue Document offers the option of leasing tar sands under the Mineral Leasing Act of 1920 if administrative obstacles can be overcome. The leasing program now under consideration for tar sands, of which 90 percent occur on Federal land in five areas in Utah, may be expanded to incude other States besides Utah.

4120 - ENERGY-OFFSHORE
4140 - NON-ENERGY OFFSHORE

I. General

A. The Final Five-Year OCS Oil and Gas Leasing Program will be the basis of planning for all OCS offices.

B. Continue to utilize the Intergovernmental Planning Program as a vehicle for obtaining public and State involvement in the OCS planning and decision process. During FY 1981, all OCS Offices will:

1. Support the Intergovernmental Planning Program as necessary

2. Coordinate all RTWG recommendations and resolutions with Washington Office IPP staff

3. Document all RTWGs recommendations and resolutions in relevant memoranda and reports

4. Involve RTWGs in all aspects of OCS program under BLM's jurisdiction

5. Provide assistance to Washington Office IPP staff in monitoring transportation planning study

C. The OCS Office Manager or Assistant Manager should plan to present the first two Washington Office tract selection briefings for respective sales. These briefings will occur during a one-week period.

D. The W.O. (541) is planning to dispose of older sale files, industry nominations, and comments to the respective OCS Offices for their review and salvage of any specific documents that may be needed. Each office will be responsible for permanent depository of all official sale files.

II. Specific

The following activities will be completed by the OSC Offices during FY 1981 in the execution of the FY 1981 studies program and in the planning of the FY 1982 and FY 1983 studies programs.

A. Environmental Studies Planning

1. Final Draft Regional Study Plans for FY 1983 will be delivered to the Branch of Offshore Studies on or before June 1, 1981.

2. Draft Procurement Plans for FY 1982 will be submitted to the Branch of Contract Operations on or before August 1, 1981.

3. Final Regional Study Plans for FY 1983 will be submitted to the Branch of Offshore Studies on or before September 1, 1981.

B. Environmental Studies Procurement Actions

1. All procurement packages for approved FY 1981 environmental studies will be submitted to the Branch of Contract Operations on or before the dates listed below.

Negotiated Competitive Procurements of $1M or more	- April 15
Negotiated Competitive Procurements of $250K or more	- May 1
Negotiated Competitive Procurements less than $250K	- June 1
Negotiated Non-Competitive Procurements of $1M or more	- May 15
Negotiated Non-Competitive Procurements of $250K-$1M	- June 15
Negotiated Non-Competitive Procurements less than $250K	- June 30

2. Proposed non-competitive justifications should be submitted to the Branch of Offshore Studies and the Branch of Contract Operations on or before October 15, 1980.

3. Interagency Agreements or Memoranda of Understanding which support work to commence during October 1980 should be submitted to the Branch of Contract Operations on or before September 1, 1980. If work is required to commence early in the calendar year, the procurement packages should be submitted on or before December 15, 1980.

C. Managers should plan to attend two three-day meetings in the Washington area concerning the management seminars being planned by the Assistant Director, Energy and Mineral Resources.

D. Plan approximately 2 work-months per office to participate in the development of the OCS Planning Study.

E. The Office of the Assistant Director, Energy and Minerals Resources (510), will issue an Instruction Memorandum to the OCS Offices supplementing these general directives. AWP documents submitted by the OCS Offices must be responsive to the requirements of both documents.

4131 - MINERAL MATERIALS
4132 - MINING LAW ADMINISTRATION
4133 - MINERAL LEASING

I. General

A. In order to improve communications, coordination and cooperation between the States and Washington Office, the establishment of a Field Advisory Committee for Energy and Mineral Resources is being considered. State Offices should plan on sending a representative to two meetings of their Committee during the fiscal year.

B. Minerals Resource Inventories for WSA's that may be recommended as "suitable" for wilderness areas and withdrawals should be developed and/or maintained on a current basis. Consider contracting for inventories on a district-wide basis and/or hiring WAE's. (See wilderness directives, 4332-II-C-3.)

C. Continue to document and inventory all mineral and mining claim occupancy trespasses.

D. Coal States should identify their needs for paleontological resource inventories directly related to the coal program as part of their 4112 submission. Identify area to be inventoried, estimate the cost per inventory, and indicate relationship to the coal program.

E. The previously identified nonenergy minerals workshop will be combined with the 3809 surface management workshop and will include sessions on the new Geology/Earth Sciences program. The workshop date is yet to be determined. It will be held soon after the regulations have been published as final rulemaking.

F. Coordination with State governments will be necessary upon publication of 43 CFR 3809. The cooperative relations staff, W.O. 660, will, upon request, offer assistance in formulating necessary MOU's.

II. 4132 - Mining Law Administration

Mineral patent applications filed prior to October 1, 1977, which are awaiting Bureau action, will be processed to completion in FY 81. Exceptions to this are applications involving bentonite or oil shale. Where an applicant has not taken action to complete his applications for a year or more, the applicant will be notified to take corrective action. Failing such actions, the application will be rejected for failure to show diligence as required by law (30 U.S.C. 30) and regulation (43 CFR 3862.6).

The 43 CFR 3802 regulations should be fully implemented. It is anticipated that the 43 CFR 3809 regulations will be published as final rulemaking during October with implementation on or about January 1, 1981. Submit an analysis of the workload you expect under 3802 and 3809, separately.

Even though the 3809 regulations have not been issued in final, you should anticipate your workload based on the revised description of the regulations as follows:

1. Plans of operations need not be submitted if surface disturbance is five (5) acres or less per block of claims or project area in 12 consecutive months. In this case, a notice describing the operations would be required and should include a description of measures to be taken for reclamation. The notice must be submitted to the Authorized Officer ten calendar days prior to the commencement of proposed operations.

   The notice will not require approval or bonding.

2. An operator would be required to report immediately the discovery of significant cultural or paleontological resources at any level of operations.

3. Upon completion of the work conducted below the threshold level, a notice of completion of reclamation would have to be submitted to the Authorized Officer.

4. Reclamation Standards: Operators must agree that all tailings, dumps, deleterious materials or substances, and other waste produced by the operations are disposed of, arranged for, or treated so as to prevent unnecessary or undue degradation. At the earliest feasible time, the operator would be required, where practicable, to reclaim the disturbed surface by taking measures to prevent or control on-site and off-site damage to the public lands. Such reclamation would include:

   a. plugging drill holes;
   b. control of erosion and landslides;
   c. control of water runoff;
   d. isolation, removal or control of toxic materials;
   e. saving the top soil for shaping and revegetation of disturbed areas, where reasonably practicable; and
   f. rehabilitation of fisheries and wildlife habitat.

The Authorized Officer will provide guidance in the performance of these standards, where necessary.

5. The revised threshold level would not apply to:

   a. California Desert Conservation Area
   b. Areas of Critical Environmental Concern
   c. Wild and Scenic River Corridors
   d. Areas designated "closed" or "limited" to ORV's
   e. Area withdrawn from operations of the mining law where valid rights exist.

6. Activities occurring below the threshold level shall be monitored by BLM to prevent unnecessary or undue degradation, including reclamation.

7. The "weekend" prospector or prospectors who cause only negligible disturbance will not be required to contact BLM at all. However, even casual users of the Public Lands will be responsible to prevent unnecessary or undue degradation.

8. A plan of operations would be necessary for all activities exceeding the threshold and on those lands described in point 5 above. The plan approval process would be like the proposed 3809 regulations except there would be no provision for the operators to continue without an approved plan. BLM would retain an open-end approval time period when it is necessary to do an Environmental Impact Statement or when compliance is necessary with Section 7 of the Endangered Species Act and Section 106 of the National Historic Preservation Act.

   Your submissions should specifically address the (1) number of notices anticipated, (2) the number of plans of operations anticipated, (3) the number of compliance/monitoring checks anticipated for each notice or plan. Cost-target adjustments, based on these estimates, will be made by the WO in the AWP Approval memo.

Recordation of mining claims should be substantially current. Emphasis will now be placed on adjudication of recorded claims and sites. "Adjudication" in this context means a determination that the claims and sites were located on lands open to the operation of the Mining Law of 1872 as amended, at the time of location. Plan to be current in this project by the end of FY 81.

III. <u>4133 - Mineral Leasing</u>

Complete authority has been restored to the Bureau and delegated to all State Directors to process prospecting permit applications and leases for phosphate, potash, sodium, and uranium. You now have full authority to approve and/or extend prospecting permits and preference right leases and to readjust and/or issue competitive leases for the aforementioned minerals. Priority will be given to "By-pass" and "Fringe" situations.

There is no moratorium on any aspect of nonenergy, mineral leasing.

Regulations pertaining to minimum royalty requirements for phosphate, potassium, sodium, and sulfur were final on April 27, 1980. Plan to complete processing of overdue lease renewals and readjustments at a rate which will eliminate the backlog by the end of FY 82.

Take necessary steps to ensure that D.O. Technical examinations and environmental assessments on leasing activities are sufficient to support the Districts' recommendations and are submitted in a timely fashion.

Excessive delays in receipt of reports from USGS or other agencies should be reported to the Washington Office (520) on a quarterly basis. Continue to improve coordination in this area and assure that reports from other agencies are supportive of these agencies' recommendations. Any coordination problems should be identified as a part of your first-third analysis.

Technical examinations and environmental assessments for PRLA for leasables other than coal will be prepared in accordance with 43 CFR 3521.1-4 and .1-5.

4211 - ENERGY REALTY
4212 - NON-ENERGY REALTY
4213 - WITHDRAWAL PROCESSING

I. General

A. FY 1981 funding available for distribution to the States for the Lands and Rights-of-Way programs is less than FY 1980 availability. This was brought about by the House Report (Congressional) cuts, an increased allotment for Program Services (4800), Leave Surcharge, funding of the Office of Special Projects and Environmental Team, funding of publications and distributions, and escalating work-month costs. Each State received a portion of this reduction based on priority programs. No monies were held in reserve at the Washington level. Because of the impact of this reduction, each State must consider their programs based on the priority programs listed below, and develop its AWP accordingly.

This year, with the implementation of the three new subactivities for the Lands program (4211 - Energy Related Realty, 4212 - Non-Energy Related Realty, and 4213 - Withdrawal Processing and Review), funding is tightly controlled by Congress among the three codes. There cannot be any shifting of funds between subactivities.

The top eight priorities within the Lands and Realty program (listed in priority order) are:

Priority	Item
1.	Energy Realty Realty Actions (Including compliance)
2.	Withdrawal Review 204(1) (Pre-FLPMA) Actions and applications
3.	Alaska Land Conveyances (ANCSA & State)
4.	Non-Energy Casework Backlog Reduction (Lower 48) (Including compliance)
5.	Trespass Inventory
6.	FS/BLM Boundary Adjustments
7.	Non-Energy Casework Processing
8.	Mining Claim Recordation

B. Annual Casework Report

BLM Manual 1274 (State Office Serial Case File Systems) is being revised to incorporate changes necessary as a result of modifications of the Annual Casework Report (1274-12 a&b). The manual is expected to be released prior to September 1, 1980. The Lands part of this Annual Report has been separated from the Minerals portion. The completed Lands form is to be submitted quarterly starting with the September 30, 1980 report. Major changes on the form in addition to separting the Mineral portion are:

1. Several types of land cases have been eliminated (e.g., Homestead, MCOA, Public Sales (1964 Act), Small Tract).

2. Energy cases are identified (i.e., Rights-of-Way O&C, Rights-of-Way Other).

3. A section has been included to report Alaska cases only.

4. Reactivated cases have been eliminated (report only pending cases, new cases, closed cases, and pending at close of period).

5. Pending cases being BLM actions will be reported by age: Less than 6 months; 6 months to 1 year; 1 year to 2 years; over 2 years.

Although this will entail additional work by each State, it is imperative that the information is correct. The information derived from this form will be utilized to prepare the Lands portion of the Public Land Statistics, to provide Washington Office, State and District Offices with vital information concerning the status of the Lands program, and for use in preparing tables in Section 311 - FLPMA Program Report. An Instruction Memorandum will be forthcoming.

II. 4211 - Energy Related Realty

Each State should strive to reduce the average processing time of energy rights-of-way from 160 days to 120 days or less. The delegation to District Managers of the authority to issue rights-of-way grants in accordance to Bureau Order 1701 (Delegation of Authority) is one way this can be achieved.

Corridor planning work should not be charged to this Subactivity. It should be charged to 4410 in 1981.

Each State listed below and Denver Service Center should program two (2) work months and associated travel for an individual from your State to participate in development of a Right-of-Way Manual (2800). The anticipated travel is a two-week trip at a central location (Denver or Salt Lake City). The remainder of the time is for each participant to work on their manual assignment within their own office.

California	New Mexico
Colorado	Oregon
Idaho	Utah

Montana

III. 4212 - Non-Energy Related Realty

A. Manual Development: Each State should program work-months and travel to provide the following manual development assistance (Includes work-months and travel costs):

State	Manuals	Work-Months
Alaska	Revocations (1) Lands Activity (1)	2
Arizona	Leases & Permits (1) Exchanges (1)	2
California	Public Sales (1) Trespass	2
Colorado	Exchanges (1) Sales (1)	2
Idaho	Withdrawals (1) Carey Act (1)	2
Montana	Leases & Permits (1) Land Report (1)	2
Nevada	Carey Act (1) Land Activity (1)	2
New Mexico	Lands Activity (1) Leases & Permits (1)	2
Oregon	Withdrawals (1) Trespass (1)	2
Utah	Exchanges (1) Land Report (1)	2
Wyoming	Conveyance of Mineral Interest (1) Recordable Disclaimer (1)	2
Eastern States	Correction of Patents (1)	1

B. Regulation Updating: The following States should program work-months and travel to provide regulation updating assistance:

State	Regulation Updating	Work-Months
Alaska	Land Classification	1
Arizona	Land Classification	1
Nevada	Land Classification	1

C. Casework Backlog Reduction:

Each State must make a concentrated effort to reduce their casework backlog. It is the Directors goal to be on a pipeline basis by 1985. In 1981, you should reduce your backlog by approximately 20% or as stated in your PAWP submission.

D. Unauthorized Use:

Each State will be expected to initiate an unauthorized use inventory, planning, and public awareness program to launch an accelerated abatement program in FY 1985. Also stress prevention and abatement of high-priority cases. You should accomplish an inventory on the acreage identified in your response to IM No. 79-274, Change 1. Oregon and Montana will submit their response to IM NO. 79-274, Change 1 with their AWP submission.

E. BLM/FS Boundary Adjustment:

Each State, except Alaska and ESO, should allocate 5-6 work-months for this program effort. Program information is set forth in Instruction Memorandum No. 80-104 and changes.

F. Community Expansion:

Meet commitments to provide for expansion of existing communities. Emphasis should be given in MFP amendments and in RMP efforts to identify and evaluate community expansion needs. A special BLM contract study will provide needed data and potential problem area identification.

G. Land Exchanges:

Each State will be expected to complete the land exchanges listed in response to IM 80-547, or as revised per Preliminary Annual Work Plan submissions.

H. Casework Processing Pilot Program:

In support of the Lands Case Processing Pilot Program, Nevada, California, and New Mexico should allocate one work-month each for coordination and monitoring purposes. These work-months should be programmed against the pilot program coordinators position for the State identified. Dependent on their decision to participate in this program, Utah and Arizona should consider similar programming allocations.

I. State Indemnity Selection Program:

Based on the U.S. Supreme Court decision of May 19, 1980, in Andrus v. Utah, each State should plan to implement/reinstate a State selection program to implement the court's decision. A specific implementation plan will be sent to the States during August-September 1980. For AWP planning purposes, each State should use the sum of the existing capability and needed increases on workmonths and dollars submitted in response to Instruction Memorandum No. 80-348 of March 10, 1980.

J. Arid Land Species Field Study and Coordination:

Arizona, New Mexico, California, and Nevada should plan to spend one work-month each in support of the ongoing review and policy development involving the commercialization of arid land species (e.g., jojoba, guayule, etc.) in the Southwest. These work-months will be required for a literature and on-the-ground review during FY 81.

K. Component 36 - Mining Claim Recordation

Each State is to submit a Quarterly Report on the number of claims microfilmed and the number of cases returned to the claimant. Every effort should be made to eliminate the backlog of documents to be filmed. The report is to be submitted to Denver Service Center (D-240).

IV. 4213 - Withdrawal Processing and Review

Section 204(1) of FLPMA requires BLM to complete by October 1981, a review of certain land withdrawals in existence on October 21, 1976. This section also requires by October 1991, processing of all withdrawal applications received prior to October 21, 1976. Because we are mandated to accomplish this task the Secretary, and the Director have made the withdrawal review program a critical issue. Each State must move out on this program.

A. Withdrawal Review

Withdrawal Review Coordinators have the responsibility for development and execution of the withdrawal review program. Be certain that any State Office (SO) submittals to the Washington Office (WO) discussing estimated program case workload, work-months, dollar costs, etc., are coordinated through SO Withdrawal Review Coordinator.

In accordance with your PAWP submissions and/or earlier submission, the following States should complete reviews on acreages as listed:

State	# Reviews	Acres
Arizona	38	191,837+
California	114	3,263,264
Colorado	156	70,500
Idaho	55	2,545,200
Montana	26	580,560
Nevada	15	573,918
New Mexico	15	Unknown*
Oregon	120	90,557
Utah	19	13,152
Wyoming	27	98,138

* Please resubmit with your AWP.

Withdrawal Review Meeting:

Each State should plan to send their Withdrawal Review Coordinator and two others to Portland in March to participate in a Withdrawal Review and In-Lieu Selection Meeting.

B. Withdrawal Processing

In regard to withdrawals applied for under FLPMA, all efforts should be made to process such actions to a conclusion within 2-year segregation period established by FLPMA. Failure to complete withdrawals within 2 years only serves to delay implementation of an applicant agency's program and increases the State Office (SO) workload when mining claims filed after the 2-year period must be invalidated or subordinated. Completion of withdrawals within a 2-year time frame requires close coordination between the applicant agency and BLM Field Offices, especially when a withdrawal must be made by an Act of Congress. The withdrawal regulations, when published in final form, will encourage such cooperation. SO's should also make informal efforts to educate applicant agencies as to the necessity for early and close coordination of their respective withdrawal actions.

The prompt completion of proposed withdrawal relinquishments will serve to open more lands to potential energy-related uses, and as such, should also recieve a high priority.

All States will prepare a semi-annual age/backlog status report covering all withdrawal and revocation actions. The format for the report has been provided previously. Each State will insure that its reports are submitted, in completed form, by April 1, 1981 and October 1, 1981.

States will be expected to process the following numbers of withdrawals/revocation actions, in accordance with earlier projections by SO's:

State	Withdrawals Pre-FLPMA	Withdrawals Post-FLPMA	Revocations Pre-FLPMA	Revocations Post-FLPMA
AZ	26	2	11	4
CAL	15	3	20	6
COL	8	6	11	0
ESO	2	2	0	3
ID	3	2	5	10
NV	3	3	7	20
NM	2	2	5	2
OR	10	6	10	20
UT	0	6	9	4
WY	3	1	8	2
MT	0	12	0	12
AK	-To be furnished with AWP Submission-			

4310 - FOREST MANAGEMENT (PD)
6310 - FOREST MANAGEMENT (O&C)

I. General

A. Timber Management

Full Allowable cut levels should be executed in all sustained yield units in FY 1981 as indicated below:

Public Domain (MMBF)

State	FY 1980	FY 1981 1/
California	25	25
Colorado	13	13
Idaho	21	25
Montana	11	11
E. Oregon	17	17
Wyoming	6	6
	93	97

1/ The assigned target volumes represent regulated volumes only, and consist of only commercial species from the sustained timber base.

All intensive silvicultural practices and support activities needed to maintain allowable cut levels (reforestation, site preparation, thinnings, etc.) should also be implemented.

Due to 4310 program funding decreases, and work-month and contracting cost increases, State forestry programs may require a downward adjustment. Each State should review its Allowable Cut Plan (ACP) and adjust its harvest level and the ACP support activities such as site preparation, reforestation, commercial and precommercial thinnings, and other practices and/or support items, commensurate with decreased program capability. The harvest level should be no higher than the funding capability to support a particular level of these support activities in order to assure integrity and consistency with the ACP. Inventory, planning, and disposal of fuelwood and other forest products should also be analyzed and carried out at a level within program funding capability. The following table should be completed for the 4310 program and submitted with the AWP narrative.

TIMBER MANAGEMENT PROGRAM

	FY 1981 1/ Potential Program	FY 1981 2/ Actual Program
Harvest Volume 3/ MBF		
Public Demand Sales -		
Firewood #Sales/Vol. MBF		
Post and Poles #Sales/Units		
Xmas Trees #Sales/#Trees		
Allowable Cut Supports		
Site Preparation (AC)		
Reforestation (AC)		
Precommercial Thinng. (AC)		
Commercial Thinng. (AC)		
Others - (List)		

1/ Program Capability as indicated by full funding of timber management program.

2/ Actual Program as attainable under the indicated State program funding level.

3/ Sawtimber Harvest Volume included in allowable cut plan.

B. Priorities (in descending order):

1. Complete forest land use planning, and ES commitments required under NRDC/BLM agreements.

2. Offer full allowable cut.

3. Implement intensive forest management practices needed to support allowable cut levels.

4. Meet demand for fuelwood and other forest products.

5. Continue emphasis on easement acquisition and cadastral survey in support of outyear timber plans.

6. Trespass abatement.

C. Timber Management Plans and EISs for Josephine, Jackson/Klamath shall be fully implemented in FY 1981.

D. Research Projects:

Continue to fund ongoing research projects.

Defer funding the proposed Intermountain Forest Fertilization Project until FY 1982.

E. Each State Forester should plan to attend the SAF National Convention and ensuing BLM Forestry Conference planned for October 5-10, 1980, in Spokane, Washington.

F. Areas of Critical Environmental Concern (ACEC):

(Refer to General Directives on ACEC's).

ACEC values should be considered in all program planning efforts.

Strive to reach ACEC process goals of allowing compatible Multiple Use within ACEC's.

When requested participate in ACEC workshops to develop more detailed technical guidance.

4321 - WILD HORSES AND BURROS

I. General

The Wild Horse and Burro subactivity has been established to provide a better vehicle to plan and monitor the various elements of the program.

II. Priorities

A. Protection of free-roaming and adopted wild horses and burros.
B. Manage wild horses and burros in accordance with land use plans. Where land use plans have not been completed and resource damage is occurring as a result of over population of wild horses or burros, the populations may be reduced to viable interim levels.
C. Process all captured excess animals through the Adopt-A-Horse program.
D. Prepare and implement Herd Management Area Plans.

III. Special Attention Items

A. The number of excess animals to be gathered in FY 81 has been increased to 10,500 (FY 80's estimated 8,500 plus 2,000). This places a burden on existing adoption facilities. An additional contract distribution center is expected to be operating in Nebraska in July 1981. In addition to adoption services, the center will provide a location for animals to be off-loaded and rested during shipment to eastern states.

   Initial distribution center contracts were designed to adopt animals within a certain time period. In most cases this period was ten days. Recent analysis by DSC revealed that animals are being held substantially longer than 10 days. Each state should evaluate its adoption program and expedite the adoption of animals placed in its facilities.

B. Each state will implement a compliance program that will include at a minimum: (1) contacting each adopter by telephone or letter within six (6) months following the adoption; and (2) on-the-ground annual inspections of ten (10) percent of the adopters on a stratified random sampling basis.

   The on-the-ground inspection will be conducted in the following priority:

   1) Undelivered correspondence to adopters including that containing applications for title.

   2) Adopters who have not applied for title.

   3) Remaining adopters.

C. Each state will submit a bi-monthly report, as described in Instruction Memorandum No. 80-326, in accordance with the following schedule:

1981 Reporting Schedule

Report Due	Period Covered
December 12	October, November
February 13	December, January
April 15	February, March
June 12	April, May
August 14	June, July
October 15	August, September

D. The cost of using the analysis laboratories for fecal analysis must be programmed within your respective cost targets. When the analysis is being done to determine conflicts with other resource uses, the costs should be shared with other appropriate subactivities.

E. The Wild Horse and Burro Workshop will be held in Reno, Nevada January 12-16. Each state should plan to send: Wild Horse and Burro staff specialists; central holding facility managers; contract distribution center COARs; Resource Data and Assistance personnel (DSC); and, managers involved or to be involved in wild horse and burro management.

F. Where wild horses and burros are to be removed with range improvement funds, the location and number of such animals to be removed will be identified in the Subactivity 8100 narrative. Units (animals) removed should not be reported in subactivity 4321 but should be included in the wild horse and burro bi-monthly report.

G. In order to assist the W.O. in answering general correspondence on the Wild Horse and Burro program each state will be requested to provide a map of the state illustrating its wild horse and burro herd areas. The specifics of this request will be contained in an instruction memorandum in the near future.

H. To provide a clearer definition of work activities and accomplishments the following work job codes, as described, will apply during FY 81 within Component 43, Wild Horses and Burros.

29 - Activity Plans: Includes all costs of preparing Herd Management Area Plans (HMAPs). Includes costs of acquiring data necessary to support development of the plan. Report progress when the plan is approved. (Unit - number of plans).

30 - Evaluation/Revision of Activity Plans: Includes all costs of evaluating HMAPs to determine effectiveness, and the cost of necessary revisions. Also includes studies required as a regular part of evaluation. Report progress when the revision is approved or evaluation is completed without need for revision. (Unit - number of plans evaluated and/or revised).

34 - Title Transfer: Includes all costs in processing applications for title to wild horses or burros including issuance of title certificate and rejections of applications. Report progress when certificate of title is issued. (Unit - number of titles issued).

35 - Use Authorizations: Includes all costs of processing captured excess wild horses and burros from their arrival at the holding corrals to the time the animals are placed under a signed Cooperative Agreement. Also includes costs incurred in the processing of previously adopted animals. Report progress when each assignment and reassignment is completed. (Unit - number of animals).

39 - Compliance: Includes all costs associated with compliance checks of adopted wild horses and burros. Only on-the-ground compliance checks are to be reported. Report progress upon completion of compliance check. (Unit - adopter).

42 - Use Adjustments: Includes all costs in the removal of wild horses and burros from the public lands. Includes preparation of capture plans, capture and transportation of animals to the holding corrals. Includes costs in relocating animals to other public lands. Includes costs incurred in collection of returned and repossessed animals. Report progress upon delivery of captured animals to holding corrals. (Unit - number of animals).

73 - Inventory: Includes all costs of conducting inventories of wild horse and burro populations. When an inventory is designed to cover the same area more than once, its acreage is to be reported only once. Report progress upon completion of inventory. (Unit - acres).

Note: The above wording will not be used to totally replace description in Component Job Code Handbook - 1684 since these jobs apply to all subactivities. They are for your information and guidance only, and represent drafts which will be used to update the revised FY 1981 CJC Handbook.

4322 - GRAZING MANAGEMENT

I. General

Each State's FY 1981 submission must be prepared based on priorities and known influences that can be anticipated. Continuous management of the program, including close attention to cost consciousness, is imperative in view of the funding limitations and known workloads.

II. Component 44 - Grazing Management

A. Priorities

1. Provide for necessary input as required to meet the livestock grazing EIS schedule for FY's 1981 - 1984 as shown in the Inventory/Planning/Environmental Schedule section of the State Specific Directives.

2. Take necessary actions to implement management decisions upon completion of EIS - planning decisions.

3. Provide for ongoing administration and management of the grazing management program.

B. Special Attention Items

1. Range Specialist Assignments

   Each State will plan one work-month including travel and per diem to assist HQ in developing rangeland program policy procedural guidelines, Manuals, and priority work assignments.

2. State Range Program Workshops and/or Conference

   Identify by title, date, place, and objectives, any planned workshop and/or conferences with any desired input from HQ.

3. Use Special Project Code NR01, etc.

   The use of the special project codes are reserved to record costs directly related to the preparation of the environmental statements. Normally subactivity 4322, component codes 01 and 44, and job codes 10, 13, 18, and 27 will be the only codes used with the special project numbers. There may be situations which arise where different job codes such as a special study, (job code 25) may be used. When these situations occur, work coded to the special project must be directly related and essential to the completion of the statement.

The cost associated with the planning process such as inventories, URA's, and MFP will not be coded to the special project code. Also costs for activity plans (AMP's) will not be coded to the special project code.

Coding of appropriate documents to the special project code NR01, 02, etc., must be limited to those activities specifically tied to preparation of a grazing EIS. Compatible job codes (BLM Manual Section 1684) to be used are 09, 10, 13, 18, and 27.

4. Rangeland Symposia Series

We have contracted for the National Academy of Sciences (NAS) to organize and conduct a series of six symposia/workshops to resolve scientific and methodological issues that are related to the management of public rangelands. At least five of these will be held during FY 81. Each symposia will be held over a 2-3 day period and will involve presentation and discussion of about eight scientific papers and the formulation by the NAS committee of specific recommendations to us for resolution of the issues involved. Our role will be to provide support information, to present papers if invited to do so, and act as observers. Each State Office (except Alaska and Eastern States) should plan to send one person to each of the six symposia - DSC should plan to send two to each of the symposia. The Washington Office (220) will coordinate with the NAS committee on identification and notification of those to present papers or act as invited discussants. The tentative schedule is:

	Topic	Place	Date
1.	Vegetation Allocation	Albuquerque, NM	November 17-19, 1980
2.	Rangeland Inventory/Monitoring	Tucson, AZ	December 8-10, 1980
3.	Impacts of Grazing Intensity and Specialized Grazing Systems on Use of Rangelands	Las Vegas, NV	January 19-21, 1981
4.	Effects of Range Management Practices on Plant Communities	El Paso, TX	March 16-18, 1981
5.	Applying Socio-Economic Techniques to Range Management Decisionmaking	Boise, ID	May 11-13, 1981
6.	(Topic still to be negotiated)	Jackson, WY	July 13-15, 1981

Special Attention Item

5. Stores Procurements

We need to identify purposes for which stores purchases are made. On the procurement plan place in parentheses the subactivity to which the stores will be issued during FY 1981.

Example:

Item	Line	Description	
4	1	Stores (8100)	$
	2	Stores (4350)	$

6. ACEC Considerations

During inventories and other field tasks keep watch for ACEC situations so they can be analyzed in land use plans and environmental impact statements and managed for as many uses as prudent. See General directives on ACEC.

7. Inventory Funding

The inventory funding to each State is based on the following:

- Average acre costs identified by States or adjusted to match Bureau acreage costs by type of inventory.

- FY 1981 costs are a continuation of prior year initiated efforts.

- Total acres times average cost equals total funding.

C. Additional Data Required

Submit the following additional information in your narrative using the exact formats shown:

1. Range Improvement (Job Codes 54, 55, 56, 57, 60, 61, 64, 68, 69, 70, and 71)

	8100	4322	4340	Total
Level of program in FY 1980	$_____	$_____	$_____	$_____
Level of program in FY 1981	$_____	$_____	$_____	$_____

2. Inventory - EIS

The following table must be submitted to reflect the grazing EIS schedule through 1982, and inventory for planning, as shown on specific directives schedules through FY 1985. Refer to General directives for inventory and provide the reqired information for all inventory efforts including vegetation and soils.

FY 1981 State Schedule by Priority

(In $000)

EIS Name	1,000 4/ Acres	FEIS Year	Sub-Activities	Inventory 1/ Type/Acres 5/	Contract 3/ Cost(s)	Total Cost(s)
Wood2/	150.0(P)	1980	4320	- -	$ 10	$ 80
	80.0(0)					
Sand	1,180.0(P)	1982	4320	SVIM/400	360	445
	900.0(0)		4320	MoSV/280		70
			4340	Soils/280	84	90

1/ Identify abbreviations i.e., MO Sv = Modified SVIM.
2/ Show preparation by priority. Use inventory column only as it applies.
3/ Identify purpose of contract if its other than the line item shown.
4/ Identify public land acres (P) and other status acres (0).
5/ Show total acres to be inventoried (P) and (0).

4331 - NATURAL HISTORY AND CULTURAL MANAGEMENT
6330 - NATURAL HISTORY AND CULTURAL MANAGEMENT (O&C)

I. Cultural Resource Management (CRM) (Comp 45)

A. General. FY 81 efforts will continue to be focused on inventory, critical protection, and antiquities permits.

B. Specifics.

1. Data Collection

a. Complete Class I cultural resource overviews for priority Class I study areas (see Manual Section 8111.12B). Identify in your AWP narrative, the study areas for which overviews will be completed in FY 1981.

b. Conduct Class II inventories for priority planning efforts and priority range and coal areas if basic Class II data are lacking as determined in the preplanning analysis. Identify in your AWP narrative, the planning areas for which Class II inventories will be conducted in FY 1981, and identify the percentage of each area to be sampled.

2. Interim Protection. Your cost target includes one-time increases for critical protection and maintenance of ongoing protection efforts as identified in State specific directives.

3. Antiquities Permits. Provide timely processing of all antiquity permit applications and random field compliance for permits dealing with critical cultural resources. Compliance work relating to consultation services permits is to be charged to the benefiting activity for which the work is being carried out.

4. Activity Planning. Because of limited funding, do not prepare cultural resource management plans in FY 1981.

5. National Register Nominations. Because of limited funding, do not prepare nominations to the National Register of Historic Places except when done as part of the "eligibility determination" process.

II. Natural History Resource Management (NHRM) (Comp. 47)

A. General. During FY 1981, the Natural History Program will focus on program and policy development, increased program coordination with Federal, State and private organizations, limited inventories, and on protection of critical natural systems with significant scientific or educational value.

B. Specifics.

1. Natural History-related ACECs. Ensure that ACEC guidelines are utilized for identification, designation and protection of NHRM special management areas. Refer to General Directives on ACECs. State NHRM representatives should plan to participate in ACEC workshops.

2. Program Coordination. Expand efforts to cooperate with other Federal, State and private organizations responsible for Research Natural Area, Ecological Reserve, Biosphere Reserve, Natural Heritage, and National Natural Landmark Programs. Cooperation should result in the accession of inventory data, and identification, selection, designation and protection of NHRM ACEC and special management areas.

3. Critical Resource Protection. Natural systems with the following characteristics should receive appropriate protection during FY 81:

   a. Significant known or potential scientific or educational value;

   b. Known or anticipated threats or damage to their integrity;

   c. Need for prompt interim management and/or immediate implementation of planned special protective management, in order to preserve, collect or document their features; and

   d. Inclusion in the FY 1980 Report to Congress on Threatened or Damaged National Natural Landmarks.

4. Inventory. Any field offices planning to perform NHRM inventory work not mentioned in these Directives should specifically identify in their AWP Narratives the geographic areas, the types and expected scientific or educational values of the resources to be inventoried, the purposes/management objectives of the inventory, and the work-months and related expenses planned.

5. Activity Planning. Any field offices planning to perform NHRM activity planning should specifically identify in their AWP narratives the information requested in 4. above, plus any applicable management designations and the basis for determining resource values.

III. Details for Development Work and Training Assistance. State to pay travel and per diem unless otherwise noted in State Directives.

STATE	INDIVIDUAL	ASSIGNMENT	LOCATION	TIME
ALASKA	State Archeologist	Native American	Sac., California	1 Week
ARIZONA	John Douglas	Archeological Resource Protection Act Regulations	Washington, D.C.	2 Weeks
	John Douglas	Antiquities Permit and Procedures and Authorization	Washington, D.C.	2 Weeks
	John Douglas	Instructor at 8000-1 Course	Phoenix, Arizona	1 Week
CALIFORNIA	Clark Brott	Native American Policy	Sac., California	1 Week
	Ron Laidlaw	" " "	" "	" "
	Bill Olsen	" " "	" "	" "
COLORADO	Dan Martin	Cultural Resource Clearance Policy for Upland O&G in PMOGA	Denver, Colorado	1 Week
	Rick Athern	Coal Unsuitability Criteria and Cultural Resources	Denver, Colorado	1 Week
	Gary Matlock	Physical Protection Manual (8142)	Boise, Idaho	1 Week
IDAHO	Rich Harrison	Physical Protection Manual (8142)	Boise, Idaho	1 Week
	John Hansen	Instructor at 8000-1 Course	Phoenix, Arizona	1 Week
MONTANA	Burt Williams	Cultural Resource Clearance Policy for Upland O&G in PMOGA	Denver, Colorado	1 Week
	Burt Williams	Coal Unsuitability Criteria and Cultural Resources	Denver, Colorado	1 Week
	Burt Williams	Physical Protection Manual (8142)	Boise, Idaho	1 Week
NEVADA	-	-	-	-
NEW MEXICO	Chris Kincaid	Native American Policy	Sac., California	1 Week
	Chris Kincaid	Cultural Resource Clearance Policy for Upland O&G in PMOGA	Denver, Colorado	1 Week
	Chris Kincaid	Coal Unsuitability Criteria and Cultural Resources	Denver, Colorado	1 Week
	Fran Levine	Physical Protection Manual (8142)	Boise, Idaho	1 Week

STATE	INDIVIDUAL	ASSIGNMENT	LOCATION	TIME
OREGON	Jack Witherspoon	Native American Policy	Sac., California	1 Week
UTAH	Rich Fike	Cultural Resource Clearance Policy for Upland O&G in PMOGA	Denver, Colorado	1 Week
	Rich Fike	Physical Protection Manual (8142)	Boise, Idaho	1 Week
	Rich Fike	Coal Unsuitability Criteria and Cultural Resources	Denver, Colorado	1 Week
WYOMING	Ray Leicht	Physical Protection Manual (8142)	Boise, Idaho	1 Week
	Ray Leicht	Coal Unsuitability Criteria	Denver, Colorado	1 Week
	Ray Leicht	Cultural Resource Clearance Policy for Upland O&G in PMOGA	Denver, Colorado	1 Week
DENVER SERVICE CENTER				
EASTERN STATES OFFICE	Vice-Miller	Coal Unsuitability Criteria and Cultural Resources	Denver, Colorado	1 Week

4332 - WILDERNESS MANAGEMENT

I. General

A. The FY 81 Wilderness Management Program reflects the completion of the Bureau's final wilderness inventory for the eleven Western States and the need to shift to the study and reporting phases. This shift will require a close intertie with planning.

B. Program Priorities - The following list outlines the relative priorities of wilderness management work -- highest priority first. Use these priorities to match directed work with capability.

1. Completion of intensive inventories and announcement of final decisions by November 15, 1980.

2. Issue decisions on protests received on final intensive inventory decisions by February 15, 1981.

3. Interim management policy (IMP) monitoring for compliance and prevention of wilderness impairment.

4. Initiate 18 planning amendments.

5. Instant study area (ISA) completions.

6. Documentation and mapping of final wilderness inventory and study results to facilitate tracking of status through eventual ADP storage of final wilderness study area (WSA) data.

II. Specific Work Items

A. Inventory

1. Complete intensive inventories and announce final decisions by November 15, 1980. Units now under protest or appeal are exceptions unless a decision has been rendered.

   Announced final decisions will include interstate units and islands. Decisions should comply with OAD No. 80-40 (Alaska and ESO are exempt from this directive).

   Recognizing that announcement of final inventories is highest priority, request advance approval from Director (640) in accordance with Procurement Planning Section B-4 to print your intensive inventory documents on or after October 1, 1980.

2. Complete and announce the inventory results of those withdrawn lands not covered by number 1 above by July 1, 1981 (unless associated with a protest or appeal).

   Complete the withdrawal inventory by using steps 4, 5, and 6 of the intensive inventory. Do not start with the initial inventory. Accelerated inventories will be considered (Alaska and ESO are exempt from this directive).

3. Issue decisions on all protests (if any) received on the final intensive inventory decisions by February 15, 1981. Plan for full and meaningful analyses and field review of protests. Make sure all protest actions relative to decisions are documented. Follow-up Federal Register notices are required to inform the general public in protested/unprotested and appealed/unappealed units. Notices are also required for revisions (Instruction Memorandum No. 80-291).

4. Issue updated statewide map (1:500,000), except ESO and Washington State use current scale, including revisions which result from protest decisions. Keep a current working case file of protest decisions, reversed decisions, and appeals.

5. Issue updated statewide map (1:500,000), except ESO and Washington State use current scale, when all appeals cases are completely satisfied (if previous decisions change).

6. Use component-job code 4873 when gathering new wilderness data in support of either MFP amendments or new planning starts.

B. Interim Management (IMP)

1. Develop a comprehensive surveillance plan to monitor activities that may impair an area's suitability for wilderness. Routine patrols should be established and patrol logs developed to document activities in WSA's and other BLM lands that remain under wilderness review. Input should come from all activities engaged in field work (i.e., inventories, fire reconnaissance) to support this surveillance effort.

2. Compliance -- Any action that causes surface disturbance or otherwise impairs an area's suitability for wilderness will be dealt with immediately under the enforcement procedures outlined on page 16 of the IMP.

3. IMP work will be charged to the specific subactivity that generates the issue. Monitoring not tied to a specific resource activity will be charged to the wilderness component.

C. Wilderness Studies

1. Eighteen MFP wilderness planning amendments will be initiated for WSA's in FY 1981. Thirteen of the amendments will be charged to Wilderness (4332) and five to Planning (4410); see State-specific Directives for identification of amendments. Your cost targets for 4332 and 4410 include funds for these amendments.

2. Identify in your AWP narrative all FY 81 planning efforts which are to include wilderness as a planning component. Include as appropriate and identify pilot RMP's, FY 81 RMP starts, transi-

tion MFP's, and plan amendments. Identify plan name, wilderness inventory status, proposed planning schedule, and, for transition MFP's, the rationale for including wilderness.

3. Additional 4332 cost target will be available to upgrade minerals inventory information for some of the 18 wilderness planning amendment starts, transition MFP's, and pilot RMP's in FY 81. Funds will be allocated on a priority basis to States which submit the following information in their AWP narrative:

RMP/MFP Name	STATUS (Amendment, Transition MFP, or RMP)	TARGET DATE (of Minerals Inventory Completion or Revision)	MFP/RMP Completion Date	Funds Needed ($000)

Money allocated for upgrading minerals inventories under the above planning categories will be charged to 4332-4873. Other resource inventory efforts for wilderness-related planning amendments will also be charged to 4332. Refer to the Bureau's Inventory Coding Policy in the Introduction Section item L of the general directives.

4. A specific job-code for wilderness studies will be provided to field offices before the start of FY 1981.

D. Instant Study Areas (ISA's)

1. The general thrust of the ISA program will be based on two main factors:

   a. Submittal of wilderness study reports to WO (430) on ISA's scheduled for FY 81 completion (see State specifics).

   b. Accomplishment of FY 81 tasks necessary to report ISA's in later fiscal years.

2. The FY 81 target dates for the submission of proposed final wilderness study reports for ISA's which were deferred beyond July 1, 1980, have been established based upon mid-year reports received from each State. Submit the following information in your AWP narratives only if further adjustments are requested in the target dates for FY 81 ISA submissions or in the projected cost targets to reach these target dates; or if additional ISA's can be reported beyond those scheduled; or if work must be accomplished in FY 81 to enable an ISA to be reported in FY 82 or FY 83:

   a. Name of ISA which can be reported in FY 81;

   b. Date proposed final study report and proposed FEIS can be submitted to headquarters for review;

   c. Estimated cost of preparing proposed final study report and FEIS (if applicable);

d. Estimated cost of printing and distributing final study report and FEIS (assume that headquarters review requires six to eight months. Show this cost for FY 81 only if headquarters is scheduled to receive the prepared final ISA documents prior to May 1, 1981).

e. (Applies only to work to be completed in FY 81 for ISA's to be reported in FY 82 and 83):

(1) Name of ISA

(2) FY 81 work to be accomplished

(3) Cost in wm's and procurement for each item listed in e(2) above

(4) Justification for why these work items must be accomplished in FY 81 rather than in later fiscal years.

E. Wilderness Management. Review and comment on draft wilderness management guidelines. Monitor and conduct public participation portion of the 60-day comment period on draft policy. Public participation is to include distribution of draft, news releases, meetings, etc. Distribute policy document when final.

F. Workshops. See Workshop Section elsewhere in these Directives for wilderness-related meetings.

G. Details. States are to pay travel and per diem for participation on details as identified in the State-specific Directives and as follows:

State	Individual	Assignment	Location	Time Required
All States	(See Note 1)	Study Procedures	TBA	1 week
CO	H. Belisle	Wilderness Management Policy	Wash. D.C.	2 weeks
	J. Sering	Wilderness Management Policy	Wash. D.C.	2 weeks
NM	D. Wood	Wilderness Management Policy	Wash. D.C.	2 weeks
OR	D. Geary	Wilderness Management Policy	Wash. D.C.	2 weeks
NV	D. Harmon	Wilderness Management Policy	Wash. D.C.	2 weeks

State	Individual	Assignment	Location	Time Required
WY	W. Erickson	USFS/BLM Meeting	Wash. D.C.	2 weeks
	G. Long	USFS/BLM Meeting	Wash. D.C.	2 weeks
ID	D. Lechefsky	Develop interpretive fact sheet -- grazing and IMP	TBA	1 week

Note 1: Each State should nominate in their AWP narrative one or more individuals to serve on a task group for oversight review of final wilderness study procedures and schedule. Nominations need not be restricted to State Office personnel or wilderness program personnel.

4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT
6330 - RECREATION AND VISUAL RESOURCE MANAGEMENT (O&C)

I. Visual Resource Management (VRM) (Comp. 46)

A. General. Although the main thrust for the VRM program for FY 81 will continue to be inventory in support of the Bureau's planning system, more attention will be focused upon communication of the basic concepts of the VRM program. State and District VRM program leaders should give special attention to establishing strong communication with BLM managers, other resource representatives, and field people responsible for implementation of various parts of the VRM program. Attention should also be focused on contact with the public sector that is directly affected by and interested in the VRM and representatives of the timber, grazing and recreation industries. An effort should also be made to establish ties with the conservation community, and the various schools and universities in your area developing programs and curriculum in the field of Visual Landscape and Resource Assessment, Analysis, and Management and Simulation Techniques.

B. Specifics.

1. Inventory. Complete the VRM inventory to support scheduled planning efforts as determined in the pre-planning analysis.

2. Coordination. Coordinate closely with all resource staffs to assure that visual resource implications are considered at the appropriate time.

3. Program Development and Training. Several assignments have been made for State and District VRM program people to assist with the various program development and training efforts. Work relative to computer graphics, visual simulation techniques, oil/gas and coal VRM stipulations, and a special task force to address the problems associated with timber harvesting activities on O&C administered lands will require support from the field offices. See State specific directives.

4. ACECs. Provide for the necessary review and assistance to management regarding ACEC designation for visual resource purposes. See the general directives for ACECs for more detailed information.

II. Recreation Management (Comp. 49, 50, & 51)

A. General. The primary emphasis in FY 81 is to meet congressional and court ordered commitments. This means the ORV designation work and management, protection of critical resources, and providing data inputs into court ordered ES and planning efforts will remain the top priority efforts. In addition, an extra effort will be made this FY to provide basic services and courtesies to the visiting public. Refer to the Public Services report (blue book) dated January 1980, page 18, for specific actions which should be addressed.

Set aside 0.5 work-months in each district for Recreation Program development work relating to implementation of the Recreation Policy Program Statement. Guidelines for this task will be transmitted to the field in January 1981.

The National Recreation and Parks Association 1980 Congress will be held in Phoenix during October 19-23, 1980. Plan to have one (1) person from each State to attend, preferrably, the State Recreation Program Leader.

B. Special Attention Items. The following list delineates the relative priority for Recreation Management work--the highest priority first. Use this priority listing to match directed work with capability. Identify in your AWP Narrative, priority work which cannot be accomplished for each of the work categories listed below, showing specifically the units which will be foregone and the work-months and procurement dollars needed to accomplish such work:

1. ORV Designation. Complete off-road vehicle (ORV) designation work as required in the specific directives. Any variance from the specific directives must be documented in the AWP Narrative.

2. Critical Area Management. Provide the minimum management needed to correct or mitigate problem situations where recreation use is: creating irreparable damage to important cultural or natural resources; creating serious user conflicts which threaten the life or well-being of other public land users; or, where there is a threat to life and safety beyond what would reasonably be expected in an area. In your AWP Narrative, identify the number of areas and acres for which critical management will be implemented and the total work-month and non-work-month cost planned to accomplish this task.

3. Inventory Inputs into Bureau Planning System Efforts. Provide adequate input into the BPS efforts scheduled for inventory work in FY 81, including the Wilderness planning amendments.

4. Special Recreation Permits. Issue special recreation permits where necessary to protect important resources, mitigate user conflicts, or provide for the safety of public land users and as otherwise required by regulation. Conduct compliance checks within your funding and work-month capability.

5. Special Areas of High Recreation Value. Provide basic visitor services and courtesies which are essential to maintain recreation opportunities and experiences in the high value recreation areas. In your AWP Narrative, provide a list of the high value areas where you plan to provide greater than three (3) work-months of direct on-the-ground service using the format shown below:

Name of Area	Approx. Acres	Approx. Visitor Days	Number Work-Months

6. Non-Bureau Initiated Studies. Participate in non-Bureau initiated studies to the extent that funds and work-months are available after requirements for higher priority work has been satisfied. In your AWP Narrative, identify the non-Bureau initiated studies in which you plan to participate.

7. Planning.

   a. Activity Planning. Conduct activity planning for those special areas of high recreation value where planning is essential to solve problems relating to serious resource damage, visitor conflicts, or visitor safety. In your AWP Narrative, provide the following information for each area where activity planning will take place:

Name of Area	Approx. Acres	Approx. Visitor Use	Date Plan Initiated	Completion Date

   b. Composite Plans. Prepare composite plans for those areas that have been submitted as the State number one priority for Land and Water Conservation funding in FY 82 or the States first priority proposed acquisition for FY 83. In your AWP Narrative, provide the name of the composite and the District Office responsible. Refer also to the 9400 - L&WCF directives.

8. Wilderness Study Area (WSA) Planning Amendments. Participate in WSA planning amendment efforts to ensure that viable recreation alternatives are considered; this is a 4332 cost.

III. Details for Development Work and Training Assistance. State to pay travel and per diem unless otherwise noted in State Directives.

STATE	INDIVIDUAL	ASSIGNMENT	LOCATION	TIME
ALASKA	D. Hinrichsen	VRM Training V	Denver, Colorado	1 Week
	P. Jerome	Computer Graphics	Denver, Colorado	2 Weeks
	R. Bouts	Training Package	Denver, Colorado	1 Week
ARIZONA	T. Orchard	Computer Graphics	Denver, Colorado	2 Weeks
CALIFORNIA	A. Young	O&G and Coal VRM Stips.	Sac., California	1 Week
	R. Metzinger	O&G and Coal VRM Stips.	Sac., California	1 Week
	C. Zulick	VRM O&C Task Force	Portland and Eugene, Oregon	2 Weeks
	J. Foster	Computer Graphics	Denver, Colorado	2 Weeks
	Jim Jennings	Visitor Services Manual	Sac., California	1 Work-Month
	Rich Drehobl	Use Authorization Work Group	Salt Lake, Utah	2 Weeks
COLORADO	Rob Cleary	O&G and Coal VRM Stips.	Sac., California	1 Week
	S. Morris	O&G and Coal VRM Stips.	Sac., California	1 Week
	Vice-J. Sterzer	VRM Training V	Denver, Colorado	1 Week
IDAHO	Vice-Kissel	O&G and Coal VRM Stips.	Sac., California	1 Week
	Mark Davis	O&G and Coal VRM Stips.	Sac., California	1 Week
	S. Bachman-Beller	Training Package	Denver, Colorado	1 Week
MONTANA	M. Kechley	O&G and Coal VRM Stips.	Sac., California	1 Week
	C. Horman	VRM Training V	Denver, Colorado	1 Week
	D. Longey	Computer Graphics	Denver, Colorado	2 Weeks
NEVADA	R. Hagan	Computer Graphics	Denver, Colorado	2 Weeks
	R. Hagan	Scenic Quality Rating Units	Nevada, Utah	2 Weeks
	K. Taylor	Training Package	Denver, Colorado	1 Week
	R. Hagan	BLM/FS VRM Coord. Meeting	Denver, Colorado	2 Days
NEW MEXICO	-	-	-	-
OREGON	R. Russell	VRM O&C Lands Task Force	Portland &	2.5 Weeks
	C. Telford	"	Eugene, Oregon	
	R. Mobley	"	"	
	S. Erickson	"	"	
	S. Wenchel	"	"	
	Logging Specialist	"	"	
	Silviculturalist	"	"	
	Forest Res. Staff	"	"	
	R. Mobley	Yaquina Head Natural Area	Yaquina Head	1 Week
	Scott Abdon	Project Planning Manual	Washington, D.C.	1 Week
	Carolyn Roth	Interpretive Program	Washington, D.C.	1 WM

STATE	INDIVIDUAL	ASSIGNMENT	LOCATION	TIME
UTAH	R. Stalder	O&G and Coal VRM Stips.	Sac., California	1 Week
	B. Talley	O&G and Coal VRM Stips.	Sac., California	1 Week
	R. Stalder	Visual Simulator	Berkeley, Calif.	1 Week
	Brad Grosbeck	Use Authorizations Work Group	Salt Lake, Utah	2 Weeks
	Mike Seig	Demand Projection	Ft. Collins, CO	1 WM
	Paul Boos	Recreation Activity Planning	Washington, D.C.	1 WM
WYOMING	T. Lahti	VRM Training V	Denver, Colorado	1 Week
	T. Lahti	BLM/FS VRM Coord. Meeting	Denver, Colorado	2 Days
	Roger Blair	Use Authorizations Work Group	Salt Lake, Utah	2 Weeks
	Bob Barry	ROS Manual	Washington, D.C.	3 WM's
DENVER SERVICE CENTER	S. Specht	Computer Graphics	Denver, Colorado	2 Weeks
	S. Specht	VRM Training Package	Denver, Colorado	1 Week
	S. Specht	BLM/FS VRM Coord. Meeting	Denver, Colorado	2 Days
	Div./Training (DSC)	VRM/Training V and Training Package	Denver, Colorado	2 Weeks

4340 - SOIL, WATER, AND AIR MANAGEMENT

I. General

A. Water (component 52).

1. Implement current water use inventories in support of all Bureau programs.

2. Implement remedial measures to correct water quality degradation identified in the Clean Water Act, Section 208 plans.

3. Implement water resource inventories (7210) on planning units and Grazing EIS areas to coincide with Bureau planning schedule.

4. As part of the Dam Safety effort, initiate maintenance of hazardous water control structures. This does not include water supply structures as these are to be maintained by primary benefiting activity.

5. Plan to provide 0.75 work-months or hydrologic assistance to develop Bureauwide guidance.

6. Specifically, identify the magnitude of expenditures anticipated in each of these jobs as they must be accounted for throughout the Bureau.

Title	Jobs	State Totals
Studies and Research	25	xx
Water Rights	38	xx
PRIA	55,57,61	xx
Maintenance	69	xx
Water Inventories	73	xx

B. Soil (component 53) - Cost targets contain the total capability for basic workloads as well as soil surveys.

1. See 4322 for inventory tables to identify soil surveys.

2. Your submissions must consider:

a. Soil surveys for preparation of Grazing EIS's and starts of 1982 EIS's.

b. Soil surveys for planning of 1983, 1984, 1985, EIS/RMP areas needs for SVIM.

c. 0.5 work-months for a soil scientist from each State to form a task force in Denver to develop Bureauwide technical procedures.

3. Specifically, identify the magnitude of expenditures anticipated in each of these jobs as they must be accounted for throughout the Bureau.

Title	Job	State Totals
Studies and Research	25	xx
PRIA	55,56,60,61	xx
Maintenance	68,70,71	xx
Soil Inventories	73	xx

C. Air Quality Management (component 54)

1. Emphasis will be to establish the Bureauwide air quality and air resource technical and planning capability to support the other Bureau programs particularly Coal Management, Forestry, Fire and Aviation Management, Energy and Minerals, and Rights-of-Way and Project Review. Technical emphasis is placed on air quality and climate data inventory, assessment of acid rain effects and influence of visibility protection.

2. State Office staff and management with air quality related responsibilities are urged to attend the Interagency Air Quality Training Course, No. 7100-1 to be held May 10-21, 1981, at Marana, Arizona.

3. Continue air resource management activities to establish climate air quality and visibility inventories, and to establish baseline and trend data to determine air quality increment available for Bureau activities (notably coal management related).

4. Assess impact of acid rain on Bureau resources and activities and influence outside Bureau-administered lands.

5. Establish close coordination of Bureau air resource management activities with State government air quality departments and other Federal agencies.

D. Earth Sciences (component 59)

1. Continue or initiate inventories for paleontological resources in support of the coal as well as noncoal programs.

2. Continue or initiate paleontological salvage operations as needed.

E. SWA Meetings

Soil scientist, hydrologist, and air resources specialist from all State, District, and Area Offices should plan to attend one of the Regional SWA meetings in their respective areas.

The State Office SWA staff should schedule time to assist the host State Office in developing the agenda for the meeting.

The regional meeting will include:

1. Oregon (host), Idaho, Nevada, Utah
2. New Mexico (host), Arizona, California
3. Montana (host), Wyoming, Colorado

4350 - WILDLIFE HABITAT MANAGEMENT

I. General

A. Wildlife program directives given previously in the Fiscal Year (FY) 1981 Preliminary Annual Work Plan (PAWP) still apply to annual work plan (AWP) preparation, unless amended herein.

B. There will be a maximum wildlife program effort in FY 1981 to accomplish on-the-ground habitat development work. Funds allocated for this work may be spent on: contract work; project survey and design (for future FYs, as well as FY 1981); maintenance; pre and post project treatment studies; stores; project equipment purchase; and project supervision. Cost target funds for habitat development are to be considered as minimum expenditure amounts. They may be increased with funds from other categories but they cannot be shifted to other work or otherwise reduced.

C. The increased emphasis on development work will require a highly efficient habitat inventory program. As a general rule, inventory efforts should not exceed Level II and should be directed toward only actions requiring legal compliance and the highest priority Bureau planning and environmental impact statement (EIS) areas.

II. Special Attention Items

A. The annual, interagency coal/wildlife coordination meetings will be held in Colorado, Eastern States, Montana/North Dakota, New Mexico/Oklahoma, Utah, and Wyoming during the first half of FY 1981. These daylong meetings will be similar to those held in FY 1980 and should include fish and wildlife representatives from State and District Bureau of Land Management (BLM) offices, Fish and Wildlife Service (FWS), Office of Surface Mining and State agencies.

B. The BLM will conduct a pilot beginning professional wildlife training course at the Phoenix Training Center, July-November 1981. Refer to Training Section of the AWP directives for more details.

C. There will be a prototype, contracting effort undertaken between the BLM, FWS, and the Colorado Division of Wildlife for "A Procedure for Describing Fish and Wildlife."

D. Wildlife program operation should include, where feasible and within available funds, the identification, evaluation and possible designation of areas of critical environmental concern (ACEC) for important fish and wildlife habitat values. Give consideration to selected habitat management plans (HMPs) as candidates. Refer to ACEC section of directives for more details.

E. Federal Threatened and Endangered (T/E) species essential habitat designation should include followup and monitoring efforts as funds permit. Bald eagle habitat inventory procedures and related essential habitat information will be analyzed and consolidated on a Bureauwide basis by Nancy Green, Grand Junction, Colorado BLM District Office. Further guidance will be issued on deadline dates and requirements.

F. Habitat development add-on funds originate from both the Federal Land Policy and Management Act (FLPMA) and the Public Rangelands Improvement Act (PRIA). Wildlife work must be coordinated and implemented closely with other 4322 and 4340 program efforts. Full use should be made of State wildlife agency capability for rangeland improvement work.

G. Previous PAWP directives indicated all T/E plant work would be charged to 4350. This will be modified on an interim, transition basis during FY 1981. California, Nevada, and Oregon have T/E plant costs included in their 4340 program. All other States will charge to 4350.

H. Submit the following wildlife program cost summary and worksheet information with your FY 1981 AWP submission.

FY 1981 AWP Cost Target Summary and Worksheet

4350 - Wildlife

_____ State/Office

_____ Total Cost Target ($000s)

1. Planning/ES Inventories $_____ Total Cost ($000s)

   A. No. URAs/MFPs/RMPs Under Inventory ___/___/___/
   B. No. ESs Under Inventory _____
   C. Acres/Miles Public Land Habitat Being Inventoried _____/_____
   D. Estimated Cost Per Acre and Per Mile _____/_____

2. Threatened/Endangered Species $_____ Total Cost ($000s)

   A. Animals Program Cost $_____ ($000s)
   B. Plants Program Cost $_____ ($000s)
   C. Total Public Land Animal Inventory Acres/Miles _____/_____
   D. Total Public Land Plant Inventory Acres _____
   E. Estimated No. Formal Consultations and Cost ($000s) _____/_____
   F. Estimated T/E Inventory Cost Per Acre and Per Mile _____/_____

3. Habitat Development Program $_____ Total Cost ($000s)

Name of HMP or Dev. Area *	Ac/Miles P.L.	Total No. W/Ms	Maint. Cost ($000s)	Proj. Cost ($000s)	Other Cost ($000s)	Total Cost ($000s)

* Indicate: (S) for Sikes Act HMPs; (X) for Other HMPs; (L) for development work within Livestock Grazing ES Areas; (O) for other work

4. Component Funding Allocation Breakdown

Component	Work Months (No.) FTP	Temp.	Total	W/M Cost ($000s)	Equip. Cost ($000s)	Proc. Cost ($000s)	Total Cost ($000s)
01 - Support							
55 - Terrest.							
56 - Aquatic							
57 - Wetland							
58 - T/E Sp.							
Total							

4360 - FIRE MANAGEMENT
4610 - STRENGTH-OF-FORCE

I. General:

A. The overall capability in subactivity 4360 has been reduced as a result of the increased cost of doing busines. Therefore, to bring the States/Offices cost targets in line with the appropriation, some base cost target reductions are required. Emphasis will be placed on initial attack capabilities. These reductions are identified in the States/Offices Specific Directives.

B. A total of $25,000 is reserved at BIFC to support travel for students and instructors at the National training schools (Marana).

C. The procedures outlined in Instruction Memorandum No. 80-477, will be followed for the FY 1981 Allocation of Forces.

D. Only those aviation management costs directly related to the fire management program will be charged to 4360/4610. All other management costs (W/M's) will be charged to the using activity.

E. Each State should plan to nominate a five-person District Planning Team to the Advanced Fire Management Course to be held in Marana, Arizona, in March of 1981. The team should include the following: a Distric Line Officer, District Planning Staff Member, District Resource Staff Member, District Fire Staff Member, and an Area Manager. Those States most closely complying with this criteria, will be given priority selection. Travel will be charged to the $25,000 reserve at BIFC for National training.

F. Each State should nominate a three-person team to the Generalship/Command Course to be held in Marana, Arizona, in December of 1980. Travel will be charged to the $25,000 reserve at BIFC for National training.

G. Nominations for all National fire schools will be made to the Washington Office.

H. Conduct and coordinate local training with cooperating agencies. Provide the Director (740) with a table showing courses, dates, and locations for all BLM sponsored fire training within your State.

I. States/Offices are reminded to carefully monitor overtime payments to temporary personnel in subactivity 4610. Overtime payments should be kept to an absolute minimum.

J. Complete an analysis of facilities requirement. Instructions to be issued under separate cover.

K. States should plan .5 W/M's for participation in initial attack curriculum development.

L. Upon approval of the AWP, submit requisitions for all Working Capital Fund replacements.

M. Submit a list of trucks/pumpers which are not presently in the Working Capital Fund.

II. Special Attention Items

A. Aviation: Refer to Aviation Directives.

B. Strength-of-Force (S-O-F):

1. Use the following S-O-F cost targets for FY 1981 in 4610:

	$000's		$000's
AK	8,643	NM	208
AZ	502	OR	1,611
CA	1,208	UT	747
CO	806	WY	435
ID	1,734	BIFC	2,265
MT	688	DSC	60
NV	1,403	WO (740)	42

(Note: Working Capital Funds are included in the cost targets).

2. No capitalized equipment may be purchased with 4610 funds. The ceilings in S-O-F positions, aircraft, and pumpers are shown in your approved Normal Fire Year Plan. Any increases above these numbers will require a complete justification. (See Instruction Memorandum No. 79-490).

3. Make allowances in planning 4610 funds for the time seasonal personnel will be charging to fires (4620).

4. As part of your 4360/4610 narrative, submit the following forms on a Fiscal Year basis:

1680-2 State Consolidated
1680-3 State Consolidated
9210-44 By District/Base on Consolidated Form

C. Activation/Deactivation. Your dates are as follows, (and may not be changed without WO approval):

Activation

April		May	
2nd Monday	4th Monday	1st Monday	2nd Monday
AK	CA	OR	ID
AZ	CO	UT	Rest of Nevada
NM	MT		
BIFC	WY		
DSC	Las Vegas District		
WO (740)			

Deactivation

Sept		Oct	Nov
3rd Friday	4th Friday	2nd Friday	1st Friday
AZ	AK	CA	BIFC
NM	CO	ID	DSC
	MT	OR	WO (740)
	WY	NV (all)	
		UT	

4410 - PLANNING FOR MULTIPLE-USE

I. General

Number one priority is to support commitments shown on the consolidated schedules for inventory, planning, and environmental impact statements contained in the state specific directives. Additional general guidance in these directives will focus upon Planning, Inventory and Environmental Coordination.

II. Planning Coordination

Planning regulation implementation in FY 81 will involve a complex scenerio of planning activities related to transition period planning; RMP development (all new plan starts in FY 81 will fully comply with the Bureau's new planning regulations); and plan amendments in support of the coal and wilderness programs. Each of these planning scenerios will primarily support required environmental impact statements for the grazing, coal, timber and wilderness programs. To the extent practical, planning efforts should be cordinated so as to address the requirements of as many of the programs as possible during each planning effort. Where this is not possible during the fiscal year, care should be exercised to ensure that future planning efforts are coordinated.

A. Assigned Bureauwide Priorities are as follows:

1. Complete MFP's and other required planning system components to support the grazing and timber EIS programs.

2. Plan to support the coal leasing and wilderness study area programs with MFP amendments where these program requirements cannot be incorporated in scheduled planning efforts.

3. States will continue to complete MFP's after an EIS is prepared for a specific program (grazing, timber, etc.) at Step II of MFP.

4. Complete and execute agreements as required by 43 CFR 1601.4-1. Assemble compilation of officially approved or adopted resource-related plans of other Federal agencies, State and local governments, and Indian tribes; develop and institute procedures for maintenance of that compilation. Assemble compilation of social, economic, and resource-related data bases and methodologies used by State planning agencies. Prepare directory of planning officials or representatives of other Federal agencies, State and local governments, and Indian tribes.

5. Bureauwide, 18 MFP wilderness amendments have been identified to be initiated in FY 81. They are by State: Idaho (5); Colorado (3); Wyoming (1); Nevada (4); Utah (4) and New Mexico (1). Thirteen of these amendments, including the associated environmental analysis, will be charged to the 4332 subactivity (Wilderness); see state specific directives for 4332.

B. Special Attention Items:

1. States will utilize the following component/work job codes for FY 81 multiple-use planning activities associated with the Bureau's new planning regulations:

   6084 - Issue Identification/Planning Criteria
   6085 - Management Situation Analysis (MSA)
   6086 - Plan Alternatives Selection/EIS
   6087 - Plan Amendment
   6088 - Plan Protests
   6089 - Plan Monitoring

   Definitions for the above and appropriate workload measures are to be found in the Introduction Section of these Annual Work Plan Directives.

2. Changes to the inventory, planning and environmental schedules that preface each States' directives must first be approved by the W.O.

3. Refer to the Bureau's Inventory Coding Policy in the Introduction Section - item L of the general directives.

4. Submit an estimate of the number of acres by plan name utilizing the following format.

			Land Status			
			Acres			
District	Resource Area	Plan Name	Public Land	Other Fed.	State/ Private	Total

This format is derived from the inventory planning, and environmental coordination schedules in your State Directives.

5. Funds to cover tuition for the Introduction to Resource Use Planning Policy course (1600-1), taught at the University of Wisconsin, will be held in the Headquarters Office. Funds to cover the Berkeley, California course tuition should be included in individual State AWP submissions. Each State should plan to send two individuals to each training session.

6. States will develop a tracking system designed to capture the total costs of developing a land-use plan prepared under the Bureau's new planning regulations. This system will be prepared by fiscal year in order to track plan development from plan initiation to completion. Future inquiries from the W.O. regarding plan development costs will be based on this system. The following is a suggested format:

Plan/Cost Development by Fiscal Year

($000)

District	Resource Area	Plan Name	Category Of Plan 1/	Inventory Cost 2/	WM Cost	Procurement 2/	Equipment 2/	Total Cost

1/ Plan Amendment, RMP
2/ Do not duplicate procurement contracts that are inventory costs

III. Inventory Coordination

Provide with your AWP submission the following inventory summary chart. This chart will be prepared for each subactivity involved in the collection of inventory data. This includes inventory efforts associated with activity plans (HMP's, AMP's, etc.) as well as land use plans (MFP's, RMP's).

Inventory Summary

Subactivity					State	
Resource Area	Purpose 1/	Inventory Type	Inventory 2/ Acres (1000) BLM Private	Completion Date 3/	Contract Cost ($000)	Total FY 81 ($000)

1/ MFP amendments; RMP support to EIS; HMP's, AMP's; Monitoring, etc.
2/ If not in acres (1000's) list appropriate output.
3/ Final date (by F.Y.) when inventory is finished.

IV. Environmental Coordination

A. State Directors have the responsibility for assuring that the decision not to prepare an EIS is proper. This decision is reflected in a Finding Of No Significant Impact (FONSI) subsequent to completion of an Environmental Assessment (EA). The validity of the decision (not to prepare an EIS) must be appropriately evaluated and be well documented as part of the Bureau's overall NEPA implementation process.

Therefore, each State Director will, by the end of FY 81, establish and use procedures to insure that this will be accomplished. These procedures will include the following provisions:

1. In-the-office evaluation review of EAs and associated FONSIs to determine compliance with CEQ regulations (40 CFR 1500-1508), 516 DM 1-6, and Bureau guidance. State Directors were instructed to establish such systems by IM No. 80-370, and most have done so.

2. On-the-ground monitoring of implemented projects will take place following the completion of the EA and associated FONSI. The purpose of this monitoring is to determine whether (1) impacts have occurred, from implementation of the projects, which were unanticipated or sufficiently significant to indicate that an EIS should be prepared in the future under similar circumstances, and (2) required mitigation measures and/or stipulations are in place and working. This evaluation is part of the monitoring process prescribed by the CEQ Regulations 40 CFR 1505. State Directors may use a sampling system for this aspect of monitoring, and their procedure should establish a sampling rate and the estimated reliability associated with it. Further guidance for this process will be provided thru the 1975 Monitoring Guidebook which is scheduled for publication early in FY 81.

Timing: State Directors will provide quarterly progress reports regarding establishment of these procedures and their utility, to the OPIEC (WO-202-B). Costs for this work-load will be charged to the benefitting subactivity, just as the environmental analysis costs are charged.

B. CEQ regulations (40 CFR 1505.2 and 1505.3) when referring to EISs discuss the need (1) to establish a monitoring program, where applicable, for mitigation measures and (2) to assure that decisions are being carried out. These regulations also state (in part) that the lead agency shall "condition funding of actions on mitigation" and "upon request, make available to the public the results of relevant monitoring."

Because of these requirements, it is important that any data collected during monitoring be retained in a manner that will permit it to be made readily available upon request. This will require a well though out plan for data storage and information dissemination.

OPIEC will be coordinating the development of a Bureauwide approach to this task. In the meantime, State Directors should be thinking about storage and dissemination methods. They will be surveyed for good concepts early in the fiscal year.

C. Section 1503.2 of the CEQ Regulations requires that "Federal agencies with jurisdiction by law or special expertise with respect to any environmental impact involved...shall comment on statements within their jurisdiction, expertise, or authority." Such review of environmental documents prepared by other agencies will allow the Bureau: (1) awareness at an early stage of planning, allowing an opportunity to become involved in actions before problems arise; (2) to arrange for our concerns to be covered appropriately in other agency analyses and documents; (3) opportunity to improve the effectiveness of non-Bureau actions; and (4) to obtain valuable information usable in our own activities.

To achieve quality review of the environmental documents prepared by other agencies, the following will be undertaken. The NEPA implementation procedures within your state will set forth a systematic review process for environmental documents prepared by other agencies, and will include the identification of:

-- the methods used for determining degree of BLM interest or concern;
-- staff positions involved in the normal review sequence (flow of work) and those involved in reviews of an extraordinary nature;
-- the sequence of review among these staff positions;
-- the work-months anticipated by document type (EA, EIS, NOI, FONSI, other environmental reports);
-- the approval authority for review comments at the state and district level;
-- the criteria used in selection of expertise for review;
-- the contact(s) for receiving and sending reviews to the WO.

You will report the progress on this to the Office of Planning, Inventory, and Environmental Coordination (202) on a quarterly basis. You should have such a review system in place and described in writing to OPIEC by mid-year. Thereafter, provide OPIEC with quarterly reports on the system's functioning (e.g. work-months expended by document type).

4420 - DATA MANAGEMENT
6420 - DATA MANAGEMENT (O&C)

I. General

These directives set out the priority work to be accomplished in Data Management during FY 1981. The total amount of direct funding in FY 1981 is essentially the same as FY 1980. Increased costs of operation require that you give careful thought to preparation of your AWP, particularly the Procurement Plan and Equipment Budget. The objective is to produce an AWP which will be a balance between Bureau established priorities and individual state objectives. The cost targets shown on the spread sheets and in the state specific directives reflect very little or any change from FY 1980. Increases requested will be limited because of a constrained funding level for FY 1981.

Any additional requests from the states, SC, OCS Offices, BIFC and ESO will be reviewed and funded where possible. All requests will be analyzed in relation to Bureauwide priorities, which must take precedence over individual state priorities. The Procurement Plan and Equipment Budget in this subactivity should be prepared very carefully, so that your cost will not be overrun.

Each office is urged to review the component-job code definitions in BLM Manual 1684 to insure that appropriate work and related costs are identified and scheduled. The policy continues that Data Management will be used for systems development, design, testing and implementation. Once the system is in production, particularly an automated system, the cost of data preparation, entry and update will be appropriately charged to the benefiting subactivity. This work will require substantial effort for the next several years. Information Systems staff should insure that coordination is accomplished with other office organization units during AWP preparation regarding identification of this work and the allocation of resources.

II. General Component Directives

A. Component 01 - Support

Program Coordination and Technical Program Direction -

The Field Committee will meet in Phoenix, Arizona, concurrent with the ADP coordinators meeting October 20-24. The Telecommunications Coordinators Conference will be held in Phoenix, Arizona October 27-31. Attendance will be limited to designated telecommunications coordinators from each State, DSC, BIFC, and selected ADP coordinators from the preceeding ADP Coordinators meeting.

The Departmental Radio Communications Workshop has been scheduled in Phoenix, Arizona on November 3, 4, and 5. Bureau attendance at the Departmental Workshop will be limited to three from the Headquarters Office, two from SC, two from BIFC, and one from each State Office. Attendees receiving specific work assignments will be expected to remain through November 7.

Training -

- The Bureau Training catalog contains several audio-visual and computer-assisted courses pertaining to data processing. Use this method as your first source of training for new staff members and others in your organization who require such training. See the (1266-ST series of courses). Specific training sessions must be developed for implementing new system components and optimizing the old system components now running on the computer system.

  The procedures such as user guides, new techniques, etc. and training will be updated by the SC and presented to the field offices as necessary. To meet this commitment careful planning must be done in terms of manpower and funds.

- A Telecommunications Training course covering Telecommunications Network Engineering will be held in Oregon, April 27 through May 1. Each state should plan on sending their designated Telecommunications Coordinator and one other attendee selected on the basis of direct involvement in Telecommunications Management. Plan time and travel on the basis of 6 days - 1/4 work-month/state.

- The Bureau Training Catalog contains two courses pertaining to Remote Sensing (see courses 9180-8 and 9180-13). States should evaluate their existing capabilities in this technology area and program attendance accordingly.

B. Component 05 - Telecommunications

The realignment of functional responsibilities that occurred as a result of a HQ reorganization has been completed. Some specific guidance has been issued (reference Instruction Memorandum No. 80-374; subject: Policy for Approval of Telecommunications and Duties/Responsibilities of Telecommunications Coordinators).

Additional guidance will be issued as required and manuals are being revised to reflect current functional assignments.

In accordance with Instruction Memorandum No. 80-374, review the definitions of the jobs applicable to this component. Include in your AWP work-months as appropriate to your level of effort in telecommunications

The installed, dedicated line telecommunications network linking the SC to each state office will continue to be funded by the SC. This network includes:

- Modems tying terminal equipment to the dedicated line net.

- The multiplexor in each State Office.

- Dedicated land lines to Denver.

You are responsible for funding any intra-state networks, local services within your offices for connecting terminals to modems or the multiplexor and for any dial-up service you use.

Each state has completed a first generation telecommunications plan. That plan will continue to be the basis for approval of telecommunications services and equipment, the second generation of the telecommunications services plan is due in WO (702A) January 1, 1981. Any changes or modifications of that telecommunications services plan effecting the AWP communications portion should be prepared and submitted before the end of FY 1981.

Telecommunications Service Reviews will be conducted in four states. See State Specific Directives. A review schedule will be furnished by the Office of Information Systems.

Telecommunications personnel in the states may be asked to provide technical assistance to or review work of originating with WAR sheets. This work should not require large blocks of time and can be handled as normal staff duties.

Telecommunication line charges are included in average work-month costs. There should be no procurement plan item established.

C. Component 06 - Automated Data Processing

Review the definitions for this component and associated jobs. Include in your AWP appropriate work-months and costs as these definitions apply to your state or office. Make the distinction between this component and component 61, Strategic Plan, when planning work-months in support of Bureauwide development efforts.

The SC should identify possible work that can be contracted from outside sources. The contracts for this work should be made a part of the Procurement Plan items chargeable to the benefiting subactivity if the support can be identified with a particular subactivity.

1. Progress in new equipment acquisition will be dependent on projected funding available. Additional information is provided under the specific State Directives concerning site preparation and other requirements. Offices scheduled to receive ADP equipment must prepare an installation plan and make preliminary arrangements, covering at least these items.

   a. Space must be available and prepared (power supply, adequate cooling, local phone lines, etc.). Details including a typical site layout, are available from the Office of Data System and Record Services, SC.

b. Personnel must be available for operation of the equipment. The proposed state office configuration will require 1 or 2 system support personnel. Additional head count is not available for such positions at this time. If your state is scheduled to receive equipment and lack of personnel is a limiting factor, consider delaying acquisition until adequate support is available.

c. A certain amount of operator and user training will be required when the equipment is accepted.

2. Based on the projected funding for FY 1981, there will be no graphic equipment procured for those states that do not have this type of equipment.

3. The ADS/MOSS graphic software package will be the standard for graphic development work in the Bureau.

   SC will have the lead in installing and making operational this software package. SC will provide all documentation, user guides, and training for this package.

4. The General Purpose Computer (Level 6) will be upgraded in FY 1981 to meet the needs of the simultaneous oil and gas card processing system. The pilot program will be developed and tested in Wyoming State Office (WSO) for this system. After completion of pilot test in the WSO and the system has been proven to work satisfactorily, it will then be implemented in other state offices. This is based on receiving approval from GSA to complete the enchancements to the General Purpose Computers and the availability of funds.

5. As other application packages or systems are made ready for state level equipment the procurement or enchancement of equipment will be addressed to meet the needs of implementing the packages or systems. Each state level General Purpose Computer existing should be capable of supporting Data Entry facility.

6. The 1260 manual "Automatic Data Processing", on an interim basis, until approved as a Bureau Manual, will be used as a guide for developing projects which consumed more than 6 work-months. This includes equipment, services, and data.

7. The charge-back system being developed by the SC will be used in FY 1981 to submit simulated Computer Bills to each user of the computer system by office code, subactivity and component. Using the estimated or simulated bills from FY 1981 each subactivity will have an idea of what to budget for computer use in FY 1982.

8. In order to improve the Financial Management System, SC is directed to perform a DRD on this system and develop a set User Requirements Document (URD) and Project Plan for redesign.

9. All equipment, services, and data used in Bureauwide applications or systems will be technically evaluated by the SC and approved by the W.O. before any procurement actions take place.

10. Maintenance for all equipment is to be funded by the particular entity who owns or leases the equipment.

C. Component 61 - Strategic Plan

1. Case Management - Utilization Management Plan participation on the basis of 3 work-month per State and 3 work-month per OCS Office for this DRD. Specific skill types required will be negotiated with each State after the project work plan is prepared. This effort is a SC WAR.

   The DRD work teams will be convened in Denver. Plan travel accordingly.

   Plan on participating in a management review of the Case and Utilization Management User Specifications. This exercise will be similar to the one used for Resource Inventory. Plan 2 work-months per State for this effort.

2. Land Survey Data Entry and Trial project: Land Status and Survey Records, AN Interagency Project, Alphanumeric Data Phase WARS will require 150 WM from RIP to complete these projects.

3. Plan time as appropriate for your State Committees assisting with Strategic Plan implementation and other information systems activities.

4. The Strategic Plan will be updated beginning FY 1980 with this project being completed in FY 1981. Procedures will be set by SC to update the plan every year by March.

E. Component 62 - Remote Sensing

Include in your AWP any ongoing or planned activity that is properly identified with this component in subactivity 4420. As in Data processing (Component 06) contracts for specific products not associated with system development and testing should be shown in the procurement plan and are chargeable to the benefiting subactivity.

1. See the State specific directives for information pertaining to specific requirements in support of the ASVT.

2. DSC is to maintain and operate the Image Analysis System.

4500 - CADASTRAL SURVEY
4950 - CADASTRAL SURVEY (REIMBURSABLE)
7110 - CADASTRAL SURVEY (PRIVATE FUNDS OMITTED LANDS)
7130 - CADASTRAL SURVEY (PRIVATE FUNDS - PUBLIC SURVEYS)
9800 - CADASTRAL SURVEY (F.S. TRANSFER FUNDS)

I. General

A. The SCD and SD's will prepare a separate annual operation schedule (same format as in the past) for each of the following subactivities: 4510, 4520, 4530, 4950, 7110, 7130, and 9800, as appropriate to each office. In your narrative identify incomplete survey projects which were started prior to October 1977. Describe the nature of your problems encountered in these backlog projects and your specific plans for completing them by FY 82. The ICCC, December 1980 meeting will address the backlog problem.

B. Cost targets are furnished for activities 4500 and 9800. There is no change from FY 80 in the 9800 base cost targets. The Forest Service is still evaluating possible additions to these cost targets, and you will be notified if more 9800 funds become available at a later date. Work planned for the F.S. under 4530 should follow the requirements of section IV, in the FS/BLM Memorandum of Agreement dated 3-19-80. (WO-136).

C. Regulation iron pipe monuments may be ordered from SCD (D-555) by January 15, 1981. Submit your request to (D-555) for consolidated purchase. Other regulation monuments are available on GSA Schedule, and may be obtained directly from the supplier.

D. Refer to Instruction Memorandum Number WO 78-265 for guidance in obtaining use of equipment needed from the Cadastral Survey Equipment cache based in DSC. First priority is for BLM cadastral surveys; second priority is for other Federal agency cadastral surveys; third priority is for other surveys (geodetic, cartographic, engineering, etc.) for all Federal agencies; and fourth priority is for State governments, academia, etc.

E. Requests for cadastral surveys from other Federal agencies in those states not included in the Federal rectangular system of surveys must be approved in advance by Director (720).

F. As appropriate, notify SCD (D-510) that reimbursable accounts are not to be closed out until the surveys have been accepted, approved, and filed in the proper SO (without protest or litigation).

G. SD's may undertake reimbursable surveys for other agencies if the necessary personnel resources are available and the SC is not in a position to perform the work in a timely manner satisfactory to the requesting agency. However, SD's must obtain advance written approval from Director (720) before accepting reimbursable survey projects, and their AWP should be amended to reflect the additional work.

H. FY 81 acquisitions for the Cadastral Equipment Cache will be identified by memorandum from the Associate Director to the Service Center Director upon receipt of the Equipment Committee recommendation.

I. SD's in the lower contiguous states having large-scale survey project needs may submit a request to the SD, Alaska for use of the Alaska SO Auto-Surveyor during the winter months. However, the requesting office must assure all costs of the project, unless certain costs can be alleviated by negotiations with the Alaska SD, or other funding can be obtained.

J. Continue to work closely with the Resource Staffs and the Planning Staffs to ensure that cadastral survey needs are considered in the planning process. Particularly, plan future cadastral surveys to support land acquisitions, identify trespass problems and meet the management needs of the Federal Government.

K. Program attendance at the Cadastral Survey Workshop for the cadastral survey branch chief and the office section chief. The workshop is scheduled March 16-20, 1981, location T.B.A.

L. Be prepared to organize and chair a local council of the Interagency Cadastral Coordination Council (ICCC) in accordance with the (ICCC) charter, Part IIG, "Local Councils will be established to develop and implement cadastral programs by geographic areas. Each BLM State Office will be the location of the local Council and will be chaired by the BLM Cadastral Branch or Division Chief. For example, in Montana, the Council would consist of the BLM Cadastral Branch Chief, two representatives for the Forest Service (two regions), two representatives from BIA (two areas), etc."

M. Program attendance for one person at the BLM/FS coordination meeting to be held February 17 and 18, 1981, at the MGM Grand, Reno, Nevada.

N. Program contract surveys with professional services procurement where feasible to maximize utilization of scarce human resources.

4720 - EQUAL EMPLOYMENT OPPORTUNITY

I. General

The Equal Employment Opportunity (4720) cost targets and work-months for each State and Office provide allocations to accomplish the implementation of a Comprehensive Affirmative Action Program to eliminate the underrepresentation of women and minorities in the Bureau workforce. Cost targets are based on FY 1981 totals identified in the FY 1982 Program Package Directives, Instruction Memorandum No. 80-46, Change 2.

Primary emphasis will be on effective planning and implementation of a broad based Affirmative Action Program with substantial emphasis on the following areas:

- Federal Equal Opportunity Recruitment Program (FEORP) including specialized recruiting and co-op education in the Southwestern United States.

- Discrimination complaints adjudication and resolution, particularly upgrading EEO counseling skills through staffing and training and reducing both the average processing time (440 days) and the average cost ($50,000.00) per complaint.

- Outreach Programs to attract minorities and women, specifically, Las Cruces, New Mexico -- University of New Mexico, Tuskeegee, Alabama -- Tuskegee Institute, and Washington, D.C. -- University of the District of Columbia.

4740 - LAW ENFORCEMENT

I. General

A. Clarification of Law Enforcement Policy

1. In an effort to increase the Bureau's overall law enforcement capability within available funding, a clarification and restatement of Bureau policy related to the investigative costs of the law enforcement program is required. The following policy will be the basis for the development and execution of the FY 1981 AWP.

   a. Policy Statement:

   All criminal investigation casework performed by Special Agents will be charged to 4740. California Rangers and other personnel may charge to 4740 when they have been requested to assist in a criminal investigation, directly or indirectly, by the Special Agent.

   All civil investigations, compliance checks, research projects, and other activities will be charged to the benefiting activity (i.e., wild horses and burros, coal timber, cultural, etc.).

   The W/M's available for non-law enforcement identified above are to be planned and included in your AWP in other appropriate subactivities. This will cover the Special Agents' time that will be spent investigating civil cases. You are to address this effort in the respective subactivity narratives.

B. Civil Investigations - Trespass

A national Bureau policy statement has been developed, and is presently in the review process. An HQ Staff Specialist has been hired and placed on the Resource Protection Staff (711). Trespass regulations are being developed; the trespass manual is being reviewed for needed revisions and training sessions/workshops are being designed.

1. States should be considering the establishment of a State coordinator position or designating an individual to fill that capacity. Until that time, the State Special Agent could be the coordinating point.

2. States should begin to identify individuals that should attend civil trespass workshops and training sessions.

3. Many civil trespass situations have been identified. States should begin to quantify and prioritize civil trespass cases and types, as a prelude to an orderly abatement/reduction program.

II. Specific

A. No additional employees for law enforcement/resource protection staffs are to be hired until justified to HQ and approved by HQ.

B. No new cooperative agreements or contracts with other law enforcement agencies are to be negotiated until justified to, and approved by HQ.

C. Ensure that Special Agents have secure/private space in order to conduct confidential interviews and business. Special Agents should have a telephone number dedicated to law enforcement.

D. The required 40-hour in-service training is being given in two separate sessions in FY 81, in order that the field does not lose its total law enforcement capability at one time. One session is designed for the Special Agents in Charge or Special Agents with program lead responsibility. The other session is designed for the remainder of the Special Agents.

1. Submit nominations, from among Special Agent personnel, to attend the FBI National Academy. (Specific information will be furnished by IM).

E. Headquarters is reviewing equipment standards and procedures in an attempt to get maximum utilization of equipment Bureauwide. SO's desiring to purchase equipment not previously mentioned in directives should contact HQ for recommendations and sources.

F. All States should review their programs in detail, determining additional needs, and direction of program. Additional requests for personnel, equipment and cooperative agreements should be prioritized, and submitted with detailed justifications.

G. Specific instructions will be furnised to States prior to 10/1/80 which will establish standard procedures for assigning four-digit project numbers to criminal investigations. Any criminal matter investigated will be assigned a numeric, four-digit case number. This number will be used as a project number on T&A reports. Other financial input documents (i.e. travel vouchers, purchase orders, SF-44, and cooperative agreements) will also require a project/case number.

Subactivity 4740 - Law Enforcement will be added to the Construction and Trust Activities Report which will provide W/M and cost data on a case-by-case basis.

4800 - PROGRAM SERVICES

I. General

A. Cost Target Allocations

Due to lack of full funding capability, the 4800 cost target allocations included in the State/Office specific directives are at the same level as allocations after FY 1980 Mid-Year Review adjustments. There have been no reserves held back for further allocation.

In all of the State/Office specific directives except the OCS Offices, Service Center, BIFC, and Headquarters you will also find a total cost target figure which represents the total of all base MLR subactivity cost targets exclusive of 4800. The Director (640) is analyzing the possibility of determining 4800 cost target allocations on a percentage basis. Any such percentage basis calculation should exclude one-time cost target increases unless it can be determined that such increases will cause increased 4800 base funding needs. The specific directives show a tentative 25% of base MLR figure. Please analyze and submit with your 4800 narrative any suggestions you can develop on this or alternate approaches to equitably allocate 4800 cost targets.

B. Social-Economic Analysis Action Plan

A separate instruction memeorandum will be issued outlining work necessary to develop a Social and Economic Analysis Action Plan. The Office of Policy Analysis and Program Development (620) has been assigned the lead for developing the Plan.

Each State Director should plan for a two-week detail to the Washington Office for one of their sociologists or economists. Selection of specific individuals will be made based upon your responses to the above mentioned instruction memorandum. The per diem and travel costs will be charged to AA-620-4730-0310, time for state participants will be charged to home office 4800-0310. For questions pertaining to this item, contact Richard Aiken (620) FTS 343-5315.

C. Cartography

1. Each State and OCS Office will identify its requirements for standard mapping in FY 1981 and submit these requirements with the AWP.

2. Each State and OCS Office will identify specific mapping requirements for engineering and resource management activities. This includes procurement of aerial photography, establishment of geodetic and/or photogrammetric control, photogrammetric compilation, and EIS graphics with the required work-months and funding by subactivity. List both

in-house efforts and those requirements for SC support. In the case of items requiring SC support above the SC's programmatic capability, furnish work-months and cost estimate developed in coordination with the SC.

3. After planning basic map series, assess cartographic support closely to assure that support cartographic services are planned and charged directly to the benefiting subactivity, and not to 4800. Though it will necessitate more detailed planning by field offices, it will insure that costs are incurred by initiating subactivities (i.e., cartographic services in support of a range grazing EIS must be funded from 4322-4427.

D. Aviation Management

1. Personnel required for aviation management will plan time and code to benefiting activities.

2. Aircraft guarantees and flight hours must appear in the procurement plan. Each benefiting activity will indicate the amount required for their use as a line item.

3. State Directors must submit requests for aircraft to be operated by Bureau employees to the Assistant Director, Technical Services.

E. Procurement

1. In programming procurement plan items insure that costs of items such as radios, radio parts, word processing equipment, etc. are distributed to all benefiting subactivities.

2. Frequency Authorizations must be obtained prior to procurement or obligation of funds for radio and related equipment. BLM and Departmental Manual procedures must be followed.

F. Maintenance

In planning for maintenance of radios and other equipment costs which have been coded against 4800 in previous years, determine if the primary use of the equipment is in some other subactivity such as cadastral surveys. If this is the case, maintenance should be planned and funded from the benefiting subactivity. Operational costs associated with the general purpose radio network should continue to be charged to 4800-05 and appropriate job code.

5100 - SERVICE CHARGES, DEPOSITS AND FORFEITURES

I. General

All States and offices should continue on all EA's and EIS's you are presently working, and are not completed. Plan the necessary work-months to accomplish any known applications you expect during the first six months of FY 1981.

Each State should provide an updated list of projects that involves or will involve ES's for FY 81.

8100 - 8200 RANGE IMPROVEMENTS

I. General

Range Betterment funds are an appropriation derived from grazing fees and their use for rangeland condition improvement is specifically provided for in Section 401(b)(1) of FLPMA. Use of the appropriation is limited to on-the-ground projects for rangeland betterment which includes rehabilitation, protection, and improvement projects. The authority is interpreted to include planning for specific projects, project survey and design, assessment and site clearance, projects materials, labor, equipment, construction supervision, easements and water filings, project recordkeeping, and project maintenance. These costs would not otherwise be incurred if it were not for the need to do specific projects.

II. Priorities

- Emphasize the proper maintenance of all existing range improvements and projects, including land treatments.
- Emphasize correlation of range improvement work with completed EIS's and the resulting implementation of activity plans.
- Emphasize completion of all planned project work associated with implemented AMP's.
- Complete correction actions on livestock water developments to meet multiple use guidelines, including Sections 4 and 15 improvement permits.

III. Special Attention Items

A. Provide the indicated information listed in the chart below to accommodate anticipated Congressional inquiries regarding the allocation of RI funds.

State: _____

	EIS Areas 1/			Inside AMP's			Outside AMP's		
C-J Code	New Jobs	($000)	% of Total	New Jobs	Maint. ($000)	% of Total	New Jobs	$(000)	Maint. ($000)	% of Total

IV. Cost Target

Section 401(b)(1) of FLPMA requires that at least one-fourth (25%) of the total grazing receipts be returned to the Districts from which derived. The FY 1981 AWP base cost targets include 25 percent of the estimated FY 1980 receipts. The remaining 25 percent of the receipts are being allocated as one-time items to States for implementation of AMP's in areas where grazing EIS's have been completed. Refer to specific State Directives for detailed information on the amount and distribution of these funds.

The cost targets will be adjusted once the actual receipts for FY 1980 are known. A full 25% of the receipts will be returned to the States in accordance with Section 401(b)(1) of FLPMA.

V. 8200

The following tentative cost targets are provided as anticipated receipts from L.U. Lands and the National Grasslands. They will be adjusted once the actual receipts for FY 1980 are known and the FY 1980 carryover has been calculated.

	25%	State Director Discreation	Total
Arizona	3	3	6
Colorado	5	5	10
Idaho	1	1	2
Montana	550	550	1,100
New Mexico	17	17	34
Utah	1	1	2

9400 - LAND AND WATER CONSERVATION FUND

I. General

A. The Congressional Appropriations Committees have severely reduced funding levels for the Bureau's LWCF program for FY 81. Except for the Rogue River Wild and Scenic River (Oregon) and Susanville Westwood Rails to Trails (Calif.) projects, no other legislative areas or general authority (FLPMA) areas have been funded for FY 1981. In respect to other authorized areas (King Range, Pacific Crest Trail, etc.), only FY 1980 carryover money will be available for FY 1981. Unfortunately, many ongoing projects will have to be reduced in scope until funds for these areas are appropriated in FY 1982.

B. All land and easement acquisitions are a part of the Bureau's procurement program under the financial management system. As in the past, all acquisitions must be submitted on the Land and Easement Acquisition Worksheet (Form 1680-15). The acquisitions must also be shown on the Procurement Plan (Form 1680-5). To complete the Procurement Plan, the estimated settlement cost (land or easement price) must be separated from the direct acquisition cost, which includes WM costs and is shown in Column 11, Land and Easement Acquisition Worksheet (Form 1680-15). Each planned acquisition must be entered by project on Form 1680-5 along with the estimated settlement price. After the project name the number of acquisitions should be included in Column 10, Form 1680-5, and the cost (Column 17) should reflect the total settlement price of all acquisitions. The procurement type to be used in completing Column 8 of Form 1680-5 is N06 noncompetitive, less than $100,000 or N05, noncompetitive more than $100,000. Refer to the general directives concerning preparation of procurement plans for further guidance.

C. In order to present a complete picture of acquisitions being funded through the Land and Water Conservation Fund (9400 - LWCF), additional information which will be appended to the Land and Easement Acquisition Worksheet included in your FY 80 AWP submission must be provided.

This supplemental information will serve as a basic "plan of acquisition," and therefore must contain realistic cost estimates and timeframes for completing the acquisitions.

Each state (except Oregon) is to review and update existing plans or develop new plans of acquisition that includes the following information for each authorized project included and/or carried over into FY 81. These updated plans are essential in view of limited FY 81 9400 funds. Until additional funds are obtained, project completion dates that were forecast in FY 80 are sure to slip.

1. Using a fiscal year format, list by priority, the parcels that will be acquired within each fiscal year.

2. For each parcel listed by fiscal year show:

   a. Name of landowner(s)
   b. Tract number if assigned
   c. Acreage to be acquired
   d. Type of acquisition - scenic, trail or road easement, fee, etc.
   e. Estimated purchase price
   f. Date transaction to be completed

The format for presenting this information is left to your discretion; however, all the information outlined above must be included together with other supplemental data you believe will be useful in presenting a complete and clear plan and schedule of acquisition.

You are also advised to analyze your work force capability needs to accomplish the acquisitions within the timeframes established by the plan. Consider the existing capabilities of the engineering, appraisal, and negotiating staffs at both the State and District Office level, and if those staffs are not able to provide the support necessary to complete the project as planned, discuss your plans for increasing staff capability.

D. Costs for contract appraisals and title evidence must be included on the procurement plan (Form 1680-5). You may include the total estimated costs of all contract appraisals in a single line entry in your procurement plan. Costs will be charged against this line-item as contracts are awarded for appraisals. Estimated costs for title evidence should also be entered as a single-line entry and costs charged against this line-item as they occur.

E. Any additional acquisition costs in excess of the cost targets shown in the specific directives must be approved by the Director (640) and (330). Additions must be justified in programmatic terms. In some situations, area programming of funds may be necessary. The same requirements apply to any proposed substitutions or revisions of the projects listed in the specific directives.

F. In order to provide for fund accountability project numbers will be used for all 9400 costs. The project numbers now in use as shown in the Special Interest Project Codes Section of the general directives will remain in use. The following is a new number:

Project Number	Project Area
LW10	Susanville to Westwood Trail - California

All personnel, regardless of State or Office, must use project numbers when coding time and other costs against any projects in activity 9400.

G. The FY 1981 cost targets provided in the State Specific Directives do not include FY 1980 carryover. Calculations of FY 1980 carryover will be made by the Office of Budget (640). Each State will be notified of the carryover adjustment as soon as it is calculated (November 1980).

9600 BLISTER RUST CONTROL
9700 FOREST PEST CONTROL

I. General

Cost targets for projects indicated in Specific Directives are allocated to States based on anticipated transfer of funds from the Forest Service.

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AWP DOCUMENT PREPARATION

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.01 Purpose. This section provides instructions for every Bureau official regarding the development and preparation of Annual Work Plan (AWP) documents. Included are instructions for the completion of required forms and narratives, and instructions regarding the submission of these items for approval by the Directorate.

.02 Objective and Background.

A. Objective. The objective of Annual Work Planning is to implement the Bureau's program plans as justified in the annual budget presentation to the President and the Congress. In support of the annual request for appropriations, the Bureau justifies the amount of funds requested with specific work plans for each program. These justifications are developed from needs identified through the programming system. When new budget (obligational) authority is appropriated by an Act of Congress, the Bureau has the responsibility for accomplishing the program which was set forth in its budget justifications. The Operating Budget is the management tool for executing each specific program which the Bureau is expected to accomplish during the current fiscal year. When approved by the Director, the AWP becomes the operating budget.

B. Background. The Annual Work Plan is the tool for development of organizational operating plans in accordance with specific commitments and policy directions set forth each year in preliminary AWP directives and in the AWP Directives. The AWP submission by each organizational unit becomes the current year Operating Budget for that organizational unit after it is approved by the Director as being consistent with the Appropriation Act.

The BLM's operating budget system is cost-based, and fully integrated with regard to program, budget, accounting, and progress reporting. The system is capable of providing measures of productivity since it collects information in terms of dollars and people inputs, and directly relates these inputs to work outputs.

During the course of the current fiscal year, the Operating Budget serves as one means by which the Director can measure the progress of the Bureau toward the accomplishment of its programs. The Operating Budget is also one means by which line managers can maintain effective management control over their current year programs in order that planned accomplishments can be completed. The system increases managerial flexibility and frees line managers from individual fiscal constraints (formal allotments) since these are managed at the Bureau level. The system emphasis at the various line management levels is on completing planned units of work at the lowest cost consistent with established program quality standards.

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.03 Authority.

A. Sources. The Authority for preparation of the Annual Work Plan and its adoption as an Operating Budget is found in the Budget and Accounting Act of 1921, and amendments thereto (31 U.S.C. 1-60), P.L. 84-863, the Office of Management and Budget Circular (A-34), and Title 2 of the GAO Policies and Procedures Manual for Guidance of Federal Agencies.

B. Delegations.

1. Delegation of authority to the Director from the Secretary is covered in DM 135, 205, and 235.

2. All delegation of authority from the Director to BLM personnel is conveyed through Delegation of Authority as published in the Federal Register and other pertinent documents.

.04 Responsibility. (All Offices). Deputy Directors, HQ Office Chiefs, State Directors, the Service Center Director, the BLM Director - Boise Interagency Fire Center, and Managers of Outer Continental Shelf Offices are responsible for preparation and submission of an AWP for their offices and subordinate offices, if any, under their jurisdiction. It is the responsibility of these officials to review and analyze the plans of their subordinate units to assure compliance with Bureau objectives and Annual Work Plan Directives. When AWP's are approved, managers are responsible for insuring that the program goals, as set forth in the operating budget, are met.

.05 Definitions. (See Glossary of Terms.)

.06 Policy. (Reserved)

.07 Operating Budget Concepts. The operating budget system provides management with a useful tool for program management and accomplishment reporting.

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A. Difference Between Allotment and Operating Budget. Operating budget cost targets are not an allotment of funds. The Bureau has only one allotment of funds, which is made from the Deputy Director, Program Policy and Budget to the Chief, Office of Budget, who is the Bureau Officer accountable under law for insuring that obligations do not exceed available budget authority, by line item. The operating budget system relies on the fact that, with realistic plans, cost over-runs and under-runs tend to balance out on a Bureauwide basis. Thus, line managers can emphasize accomplishing planned work units at lowest cost consistent with established quality standards. They need not concern themselves with insuring that obligations do not exceed a set dollar amount. Under the system, all line managers are responsible for advising the next higher level of management of significant variations between actual and planned costs.

B. Program Integrity. The total work planned in operating budgets reflects the Bureau's commitments to the Secretary, the President, and the Congress. Through the budget process, the Bureau indicates that when it is appropriated money and people, it will accomplish specific work to meet national needs and objectives. The emphasis then, at all levels of management, must be directed towards the accomplishment of the program of work as set out in the operating budget at the least cost.

C. Program Management Options. One primary objective of the operating budget system is to give State Directors, District Managers, and other program managers the maximum possible flexibility for effective program management. Primary emphasis is upon program accomplishments. The manager's goal, under this concept, is to accomplish established program goals by using the most effective and least costly means. Program officials may choose the mix of several items for accomplishing their work in the most efficient manner. Primary items are in-house work-months, equipment purchases, and procurement actions. All principal program offices are assigned average work-month costs by subactivity based upon specific cost experience. Given a level base, from one year to the next, any increase in average work-month costs will result in less work-month capability in the succeeding year. Likewise, given a level base, an increase in equipment, or procurements will also decrease work-month capability. Under this concept, if a manager chooses to contract services such as engineering, appraisal, or title search, in excess of the past year's use, other optional features must be reduced by an equal amount. Operating budgets are developed on a direct-cost basis because the manager has discretionary control over these costs and can legitimately be held responsible for them.

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D. Management Responsibility for Efficient Use of Operating Budget Flexibility. Flexibility in the operating system allows the Bureau to accommodate unplanned emergencies, to make mandatory shifts in priorities, and to accommodate local increases and decreases in public demand workload where the Bureauwide base of operations provides for trade-offs. Effective use of this flexibility cannot be attained unless program managers use this tool as a managment device, not only for their particular unit but also for the entire Bureau program. This means that operating level managers must look ahead and advise the next higher level of management when it becomes apparent that cost or work-month utilization is deviating from the operating budget, and the related effect of this on planned program accomplishments. It is equally important that timely decisions are passed down through the management levels so that the operating manager can shift work emphasis when necessary. It is important that line problems are known and that managers make every effort to resolve problems promptly.

E. Cost-Consciousness Under the Operating Budget. Program managers should be aware of the cost of accomplishing their programs and be alert to reducing the overall cost of their work units. this should not be equated with a reduction in dollars available to do the work but, rather, should be viewed as a way to increase overall efficiency. Unit costs from the program management reports are utilized to evaluate management effectiveness. Managers who increase their average work-month costs through use of additional services over prior year's experience without planning for such increases are not operating within the concept of the program management system. Such variations, which have not been accommodated by decreasing other program options or by securing cost target increases, will be identified through program reviews and the evaluation system. Officials who tolerate these practices will be looked at first when overall program reductions must be made to readjust annual work plans within available funds. Such action will also influence performance evaluations and the allocation of future program increases.

F. Annual Work Plan (AWP) Cycle.

1. February/March - PAWP Directives are developed and issued to the field from HQ.

2. May - PAWP documents are submitted from the field to HQ for review.

3. June - AWP Directives are drafted and issued to the field from HQ.

4. August - AWP documents are submitted from the field to HQ for review.

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5. August - AWP reviewed by HQ.

6. September - Approval of operating budget.

7. Initiate execution of program plans on October 1.

G. Submission of Documents. Because of the large amount of time necessary to review and collate AWP-related documents submitted from the field, it is essential that submissions conform strictly with submission instructions for each phase of the AWP preparation and review process. This is particularly important in terms of numbers of copies, completion of all required spaces on forms, format of narrative pages, etc.

H. Utilization of Permanent Work-Month Lapse. States/Offices can convert permanent work-month lapse to additional nonpermanent work-months in the same subactivity without HQ approval.

I. Equipment Budget Philosophy. A capitalized equipment budget is prepared as part of the AWP because equipment is a major cost option to be considered in program development. Cost targets for approved equipment within a given subactivity may not be exceeded. If cost overruns are occuring on the equipment items, the State has the responsibility for either deleting items or requesting an AWP revision from the Director (640). Authority to substitute one item for another is delegated to field offices for items costing $10,000 or less. An allowable "miscellaneous" statewide equipment amount of $10,000 is authorized. The equipment budget status (i.e., equipment not yet purchased) is used extensively in making Bureauwide fund availability projections.

J. Procurement Plan Philosophy. The procurement plan serves three primary purposes: (1) provides a means to plan the procurement-related workload at the District, State, Service Center, and HQ to aid in timely processing of procurement actions; (2) provides for planning costs of procurements not otherwise included in the work-month cost or equipment budget; and (3) the procurement plan status is used extensively in making Bureauwide fund availability projections.

K. Adjustments and Approval. AWP revisions involving trade-offs between WM's, equipment budget items, and procurement plan items which exceed $10,000 require HQ (640) approval. States/Offices may make adjustments which do not exceed $10,000 without prior HQ approval. However, notification must be made to 640 by memorandum and AWP revisions must be submitted to the SC.

.1 Preliminary AWP Preparation, Submission and Review

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.11 Preparation of Documents.

A. Narratives. Submit narratives by component or topic, on 8"x 11" paper with one subactivity or topic per page. Each page must have a heading, page number and name of State.

B. PAWP Tentative Cost Targets and Position Ceilings. The Preliminary Annual Work Plan Directives contain base allowances in terms of funds and positions, and provides format instructions for submitting total proposed cost targets including requested base increase, and/or "one-time" adjustments.

C. Planned Use of Increase Positions. A Position Identification and Justification, Form 1680-14, will be completed and submitted for each increase position to correlate new positions with program increase objectives, and to specify acceptable standards of performance to accomplish workload features. (Note: It is extremely important that the program increase is fully identified, e.g., FY 1980 Congressional Range Add-on, FY 1980 Regular Budget Forestry Increase, FY 1980 Supplemental appropriation recreation increase, etc.) Maintain a control log of 1680-14's submitted, and show consecutive number, i.e., 80-1, 80-2, etc.) in appropriate space on 1680-14. When submitting Form 1400-59 Position Control Change Notice, to establish a new approved position show the consecutive number of the 1680-14 under remarks section of Form 1400-59.

D. Travel Estimate. The PAWP directives provide specific instructions for estimating total travel ceiling requirements. Requests for a ceiling increase over the previous years' ceiling and for increases associated with new positions, must be fully justified.

E. Annual Training Plan, Form 1680-12.

F. Proposals for Non-Training Meetings, Conferences, and Workshops, Form 1680-1

G. Proposals for Development Work Assignments, Form 1680-13. An advance request for field offices input and recommendations for development work for accomplishment by the BIFC, SC, or HQ is distributed prior to Preliminary Annual Work preparation. This request will provide for a response date with enough lead time for requests to be included with PAWP directives provided to appropriate offices. All offices may recommend development work for accomplishment by the BIFC, SC, or HQ staffs. A summary listing in order of priority of all proposed projects must accompany the submission from the SC and BIFC. The development work is entered on Work Assignment Records, Form 1680-13. Proposals for such work include:

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1. Recommended study, refinement, and/or implementation of new systems, programs, procedures, and policies.

2. Recommended review and redesign of existing systems, or provisions of policy, procedure, training, directives, etc.

H. Land and Easement Acquisition Worksheet, Form 1680-15. A Land Easement Acquisition Worksheet (Form 1680-15) to cover the acquisition program must be submitted with the PAWP for each acquisition subactivity (2140, 6140, 9400). See Illustration 1, 1A, 1B.

I. Construction Worksheet, Form 1680-16. A separate Construction Worksheet (Form 1680-16) for each construction subactivity (2110, 2120, 2130, 6110, 6120 and 6130) must be submitted with the PAWP. See Illustration 2 and 2A.

.12 Submission. Dates for submission are provided in the PAWP Directives.

.13 Review. The Directorate reviews all input and finalizes necessary items to develop the AWP Directives.

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.2 Annual Work Plan: Preparation, Submission, and Review.

.21 Preparation of Documents.

A. Annual Work Plan, Form 1680-1. (See Illustration 5 for instructions which cover AWP's for all activities and subactivities except those covered below.)

1. Special Instructions for reimbursable work, trust funds, and expenses ROW processing activities:

a. Reimbursables. Except for copy fees, forms for new reimbursable work in 4900, 2900, and 6900 are submitted only when accompanied by a copy of a signed agreement requesting BLM to provide a service. Reimbursable agreements will provide for indirect costs of 25 percent which will be added to the direct costs of the work.

(1) Authority for undertaking reimbursable work is subject to approval by the Office of Management and Budget through the apportionment process. Before undertaking work in Activities 2900 or 6900, all offices must contact the Director (640) to ascertain that authority is, or will be, obtained.

(2) A separate form must be submitted for each reimbursable project to which the Service Center will assign a number. Only after an AWP is submitted and a project number issued may charges be made to perform reimbursable work. Where reimbursable agreements are of a continuing nature, Form 1680-1 may be submitted as a part of the initial AWP submission.

(3) A Form 1680-1 for copy fee reimbursements (4920) must be submitted with the AWP showing work months programmed for the year.

b. Trust Funds, Collections and Service Charges, Deposits and Forfeitures. Work to be accomplished with carryover funds in 5100, 7110, 7120, 7130, 7300 must be submitted with the initial AWP submission on a separate Form 1680-1 for each project with the cost columns left blank.

(1) Forms for new 7110, 7120, 7130 and 7300 projects are submitted when funds are received with the cost columns left blank. The amount of collections appears as the AWP amount in the Construction and Trust Activities Report. Subactivities 5310, 5320, 9130 and 9140 require only one 1680-1 for each subactivity for which work is planned during the year. The cost portion of these forms is to be left blank. The amount of collections appear as the AWP amount in the Construction and Trust Activities Report.

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2. Project Numbers. Four-digit project numbers must be assigned by submitting offices for work in the following subactivities: 4630, 2110, 2120, 2130, 2140, 6110, 6120, 6130, 6140, 5100, 7110, 7120, 7130, 7300. Enter on Form 1680-1 (see specific instructions on reverse of Form 1680-1). Project numbers assigned by the State Office should coincide with the previous program submissions. The same project numbers must not be assigned to more than one project within a subactivity within a State or the Service Center.

3. Special Project Codes. A four-character alpha-numberic code is established by HQ to identify special projects. The code is either a one or two letter identifier followed by either a three-digit or two-digit number, respectively. AWP planning is not required for such projects, but the use of the special codes permits identification of actual costs for a project where needed for external reporting or internal management purposes. All employees are responsible for insuring that the total cost of projects assigned special project numbers are captured through coding the assigned numbers to time and attendance reports and other financial management system input documents.

4. Activity and Subactivity AWP's Required. Annual Work Plans must be prepared for all activities and subactivities for which work is being planned during the fiscal year. Refer to BLM Manual 1684 for a listing of valid activities/subactivities.

a. Forms (1680-1) for new 5100 projects may be submitted with your AWP where you have a viable commitment and you are temporarily awaiting funding. In these cases assign appropriate project (F or R prefix) numbers. In those situations where funding or commitments have not been received or projects not identified, but where permanent positions are identified with this type of work, cover these work months in your narrative submission for activity 5100.

5. Activity, Component Job Code Combinations. A listing of valid component job codes by subactivity is available in BLM Manual 1684. Enter in the AWP forms each component code for which work months are planned, and each component job code for which units of accomplishments are planned. Make entries in numerical order, i.e., each component entry will be followed by its associated job codes for work planned during the fiscal year.

B. Procurement Plan Form 1680-5. (See Illustration 3 and 3A). Fill out form as shown in Illustration 6 and in accordance with supplemental instructions provided in each year's AWP Directives. Item #1 for each office will consist of all miscellaneous procurements for that office (under $2,000) with a separate line for each subactivity. Item No. 2 for each office will consist of all procurements for aircraft use (document types AC and AU). Equipment items shown as equipment budget (Form 1680-4) will not be shown on the procurement plan (Form 1680-5) (All items shown on this form are excluded from average work-month costs.)

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C. Equipment Budget, Form 1680-4. (See Illustration 4). Capitalized equipment may not be leased-purchased, purchased, or acquired from exess sources without specific approval of the Director (640). For planning purposes leased-purchased equipment must be (Form 1680-5) included on the Procurement Plan in the year(s) in which the contract costs are incurred, and on the Equipment Budget in the year in which the Bureau attains title to the property. All items on this form will be excluded from average WM costs entered on Annual Work Plan (Form 1680-1).

D. Fire Planning Summary, Form 1680-2, Strength-of-Force, Form 1680-3 and Fire Force Location Summary, Form 9210-44. (See Illustration 12, 13, and 14). Complete these forms for planned emergency presuppression subactivities according to activation and deactivation dates. Purchase of capitalized equipment is not planned in subactivity 4610 or 4620. Equipment that has been rented and can now be purchased for a small amount, where it is in the Bureau's interest to do so, will be planned in subactivity 4360 (Fire Management).

E. Land and Easement Acquisition Worksheet, Form 1680-15. A Land Easement Acquisition Worksheet (Form 1680-15) to cover the acquisition program must be submitted with the AWP for each acquisition subactivity (2140, 6140, 9400). (See Illustration 1 and 1A.)

F. Construction Worksheet Form 1680-16. A separate Construction Worksheet (Form 1680-16) for each construction subactivity (2110, 2120, 2130, 6110, 6120, and 6130) must be submitted with the AWP. (See Illustration 1 and 1A.)

G. Narrative Submission. Submit narrative by subactivity and topic (i.e. evaluation, public affairs, safety) as requested in Annual Work Plan Directives. Standardization of subactivity narratives is imperative for the reasons stated in Section .07G. The format shown below should be used for consolidated State/Office AWP narrative submissions to HQ. It is also advisable that the same format be used for District/Division narratives in order to facilitate State/Office consolidation.

Sample format.

Office _____
FY _____ AWP
Subactivity _____
Date _____
Page _____ of _____
Program Leader _____

Subactivity Number - Name)

A. Cost Target Summary.

($000)

1. Work Months.
   No. Perm. _____
   No. Temp. _____
   Total WM _____ x $ _____ = $ _____
   Avg. WM Cost

2. Procurement Plan $ _____

3. Equipment Budget $ _____

4. Stores Issues (Non-add, inc. in Avg. WM Cost) $ (_____)

   Total Cost Target $ _____

B. Planned Accomplishments.

CJC	WM	Narrative	Units
XXXX	XX	(Narrative by Component or CJC as appropriate)	XX

C. Areas of Concern. (Narrative.)

The Cost Target Summary (Section A) displays a breakdown of the subactivity cost target showing the planned total number of permanent and temporary work-months, work-month cost, procurement, equipment, and stores issues. Stores issues is a non-add cost item since it is part of average work-month cost. States should make adjustments between offices within total State averages to account for any large differences in stores issues from the previous years' experience.

AWP DOCUMENT PREPARATION

The Planned Accomplishments (Section B) displays planned work-months and units of accomplishment by component or component job code as appropriate. It is not necessary to discuss all job codes planned on form 1680-1. Briefly narrate only major planned workloads. This section should be limited to narrating only the work you plan to accomplish within available capabilities.

The Areas of Concern (Section C) narrates any lack of capability to accomplish work specified in the AWP Directives or significant impacts on other programs caused by accomplishing specific high priority work. Identify existing or potential problems that could affect AWP accomplishment (i.e. inadequate policy, procedures, or regulations).

.22 Submission. Submit original of Annual Work Plan (Form 1680-1), Procurement AWP (Form 1680-5), and Equipment Budget (Form 1680-4) for ADP processing to SC (D-511). Required copies of narratives and other requested information is to be forwarded to Director (640) in accordance with specific instructions in the AWP Directives.

.23 Review. After review of AWP submissions, each office will be notified of AWP approval or revision requirements by memorandum from the Director. When changes in the initial submission are requested by the Headquarters prior to AWP approval, corrected AWP forms must be prepared for the effected programs, and offices. One original copy of each such revised form is submitted to the Service Center (D-511). Enter the date of submission in the upper right corner of each revised form.

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.3 Operating Budget:

.31 Creation. When an office's AWP is approved by the Director, it becomes the Operating Budget for the office. The Operating Budget serve as the basis for office operations and for progress measurement.

.32 Revisions. When significant program changes occur, it is necessary to prepare a revision of the Operating Budget. The following types of revisions are the only revisions permissible.

A. Program Cost Target Revision. All program and cost target revisions except those associated with unliquidated obligations from prior years in construction and maintenance activities require prior HQ approval. A program revision is required when changes in work months by subactivity, or units or work initially planned for an office as a whole are indicated. The revised data is entered on Form 1680-1, 1680-4, or 1680-5, as appropriate. On a blank Form 1680-1 enter the current data on each line to be changed. Cross out each entry to be changed and write in the new number (in red). This form will work on a replace basis for all changes. Changes on Form 1680-1, 1680-4, and 1680-5 are forwarded to the Service Center (D-511) for processing. Prior to forwarding Form 1680-1 to SC, approval must be obtained from Director (640) and the approving official's name noted on the form. Program revisions must be accompanied by supporting narrative justifications and are subject to the same review and correction procedures applicable to the original submission. All cost target revisions are made only on the basis of written approval from the HQ, except for certain prior year unliquidated obligations as noted above.

B. Procurement AWP Revision. Revised Form 1680-5 must be submitted for revisions which involve adding, deleting, or substituting for planned procurement actions. To add an item, enter the next consecutive item number, a line number(s), the letter A (Add) in "OP KEY" column and the other coding on that line. To correct an item on file, enter its item number, and line number, the letter C (Correct) "OP KEY" column and only the new correct entry in the field being corrected. To delete an item on file, enter its item number, and line number, and the letter D (Delete) in "OP KEY" column. HQ Office (640) approval is required for additions and deletions that change subactivity totals.

C. Equipment Revisions. Revised Form 1680-4 must be submitted for any revision of the equipment budget. To add, correct, or delete items, follow the same procedure as Procurement AWP revisions. Items costing less than $10,000 per unit may be substituted for other equipment items within the total equipment budget amount planned by subactivity without requesting HQ Office approval. All other equipment budget revisions require approval of the Director (640).

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D. Emergency Fire Rehabilitation. Annual Work Plans for fire rehabilitation projects are submitted as appropriate at any time during the year. Determination of fire damages and plans for rehabilitation of burned-over lands must be developed in accordance with BLM Manual 7240. The resulting needs are shown on Forms 1680-1 and 1680-5 for Subactivity 4630, Component 71. Enter the fire number and name in the project number and name fields on Form 1680-1. Use appropriate job codes. Enter work month inputs, unit accomplishments, dollar cost and other required information. A separate AWP submission to the Director (640) is required for every project including those which are approved under authority delegated to State Directors (See BLM Manual 7240). Narrative justification in three copies is also required with this submission to Director (640). Revisions are subject to the same review and approval procedures as original submissions (except in the case of rehabilitation projects approved by the State Director). When approved the State Director is notified and the information becomes a part of the Operating Budget.

E. Emergency Reconstruction, Replacement, or Repair. When unusually severe storm damage or other emergency damage occurs, the Bureau is authorized to perform emergency reconstruction, replacement, or repair of aircraft, buildings, utilities, or other facilities or equipment damaged by flood, storm, or other unavoidable causes. When such action is necessary, advanced approval to commit resources should be secured by phone from the Director (640). A "best estimate" of total costs is required. After approval, submit Form 1680-1 or 1680-5, as appropriate, to Service Center (D-511). Project Number 7777 will be used in conjunction with Subactivity 4630, Component 72, and appropriate job codes for all input associated with these actions.

F. Emergency Search and Rescue. Search and rescue operations which are not a part of normally anticipated workload will be coded to 4630-7249-6666. It should be understood that State and local authorities have the primary responsibility on search and rescue operations and BLM's role should be limited to support and aid to those authorities.

G. Work Assignment Record, Form 1680-17. Adjustments to approved development work assignments should be limited to emergency requirements. Thus, request for revisions should be extremely limited during any given year. Proposed changes must include a red-line copy of a listing of current work assignment records (WAR's) for the particular office(s) involved, indicating proposed revisions. This listing will show all current projects in assigned priority order indicating actual planned work months and percent completion of assigned projects as of the date of the requested revision. Where a project substitution is involved, the submission must include the WAR for the new development project proposal.

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.33 Reports. In order to maximize fund utilization, performance reports on operating budget execution are required for all major field organizational entities (i.e., States, Service Center, BIFC, OCS offices).

A. Mid-Year Review Report. Based on an annual Instruction Memorandum, each Director/Office Manager is required to submit a report to the Director during April based on work performed during the first half of the current fiscal year. This report will typically include analyses of work accomplished, use of work-months, status of procurement actions, travel ceiling, people ceilings and proposed shifts or increases in people and/or cost targets.

B. End-of-Year Report. Based on an annual Instruction Memorandum, each Director/Office Manager is required to submit a report to the Director in November covering the preceding fiscal year. This report would typically include analyses of work month and travel ceiling usage, units accomplished, and work performed with budget increases.

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Glossary of Terms

-A-

Allotment: An authorization to incur obligations within a specified amount pursuant to an appropriation or other statutory provision.

Annual Work Plan (AWP): A plan of operations for the coming fiscal year developed within instructions given in the AWP directives and the distribution of cost targets and people ceilings. The AWP shows planned work months at the component level, work accomplishments at the job level, and direct costs at the subactivity level.

Annual Work Plan Directives: An instruction memorandum prepared in the Headquarters Office as guidance to the field offices in the preparation of AWP's. The directives contain, by subactivity, the goals, priorities, and program objectives which must be met. They contain a distribution of cost targets, and total authorized permanent, full-time, budgeted positions (Table of Organization Ceilings). Average work-month costs for use in preparing annual work plan submissions are provided. Travel ceilings and approval of proposed training, meetings, conferences, and workshops are also given.

-D-

Development Work Assignment: Assignments for development of new systems, Manual Sections, etc., to be completed by the HQ Office, Service Center, or Boise Interagency Fire Center staffs. Development work assignments are made for developmental type projects involving one or more work-months and are documented on a work assignment record (WAR sheet). Development work does not include routine staff work, or routine operation and maintenance of existing systems.

Direct Cost: The salary and benefits earned by employees for actual work performed and the values of goods and services used in accomplishing work units. This term excludes the salary and benefits paid to employees while on leave and the accruals for this purpose. Direct costs also exclude goods placed in stores. These excluded items are considered on a Bureauwide basis for fund control purposes, but are not shown on AWP's or field management reports. (See BLM Manual 1300 Glossary.)

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PAWP Directives: An instruction memorandum which provides a preliminary distribution of base funds and identification of anticipated budget increases and decreases in the next fiscal year. The directives request submission of certain material necessary for preparation of the AWP Directives. The requested information generally includes: proposed changes in the program services requirments; proposed adjustments for program balance in base (prior year) funding levels; proposed attendance at Bureauwide training; proposals for nontraining meetings, conferences, and workshops; proposed development work assignments; travel ceiling requirements; and a proposed T.O. showing planned use of any increase positions.

Program Periods: The fiscal year is divided into three periods: October 1 through March 31 (first period), April 1 through June 30 (second period), and July 1 through September 30 (third period).

-S-

Search and Rescue: Work in support of State and local authorities to preserve human life. Some workload can be identified as regular visitor management surveillance and supervision and should be programmed in the recreation subactivity. Unusual occurrences of an emergency nature are coded to the emergency operations subactivity.

Storm Damage and Other Emergencies: Unusual damages, caused by floods and/or storms, that do not qualify for national emergency/disaster act funding but are of like magnitude and cannot be anticipated in planning for annual operations. Some workload can be identified as a function of the weather/season or off-road vehicle use, etc. This recognizable portion of the storm damage workload should be programmed in the appropriate maintenance subactivity during the normal budget process based on historical experience. For operating budget purposes, unusual storm damage procedures apply to other emergencies requiring the unplanned use of BLM funds and people used as the emergency reconstruction, replacement, or repair of aircraft, buildings, utilities, or other facilities or equipment damaged by storms or other unavoidable causes.

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

LAND AND EASEMENT ACQUISITION WORKSHEET

Page	1 of 3
Date	Zugg 61, 1998
Subactivity	Acquisition (2140)
FY	1999
State	Higgle
Average Man-month Cost	$1,900

PROJECT		ACTIVITY TO BENEFIT	UNITS	EST. OBLIG. (date)	DIRECT						SUPPORT			TOTAL	
					SURVEY & DESIGN		APPRAISAL		ACQUISITION		MAN-MONTHS	COSTS		MAN-MONTHS	
NAME	NUMBER				MM	COST	MM	COST	MM	COST		MM	OTHER		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	
Buckle's Outhouse Site Acq.	0001	4330	.01ac	8/99	.5	.9	6	11.4	2	33.6	4.5	8.6		13	5
Culp Wash Rd.	0431	4350	3	12/98	1	1.9	.5	.9	.5	2.0				2	
Mason Trail	3148	4330	6	4/99	2	3.6	1	1.9	1	4.0	1	1.9		5	1
VanZanden Alley	7654	4320	1	FY 2000	1	1.9								1	
Jewkes Pool Rd.	1468	2130	16	FY 2000	4.5	8.6	.5	.9	.5	1.0	.5	.9		6	1
Grayson Creek Rd.	7890	4350	4	FY 2000	2	3.6	1	1.9						3	
Prog. Development and Support	9999										6	11.4	4.0	6	1
					11	20.5	9	17.0	4	40.6	12	22.8	4.0	36	10

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GPO 840-037

Form 1600-15 (June 1977

ILL-1A

Instructions for Land and Easement Acquisition Worksheet

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General

1. Man-months can be planned to the nearest 1/2 month, however, project totals and column totals must total to whole man-months.

2. Show costs in thousands and tenths (hundreds) of dollars, i.e., $3.6 for $3,600 or .6 for $600.

3. For miscellaneous survey and design, appraisal, acquisition, or support costs, you may show a separate line entry with project number 9999. Keep these miscellaneous entries to a minimum.

4. On the last page of the worksheet, show totals for columns (6) through (16). Be sure that the sum of the totals of columns (6), (8), (10), and (12) equal the total of column (15); and that the sum of the totals of columns (7), (9), (11), (13), and (14) equal the total of column (16).

Specific

Column (1) - show name of project that the land or easement acquisition is planned for. List in priority order.

Column (2) - show project number. Each state should establish a block of numbers for easements and land acquisition. In most cases this will be done by project and not by individual easement.

Column (3) - show activity which will primarily benefit from the acquisition, i.e., range, forest management, road construction, recreation construction, etc.

Column (4) - show units being acquired, i.e., number of easement cases in the project. Use 1 for individually listed easements.

Column (5) - show month and year in which settlement costs are estimated for obligation.

Column (6) - show man-months planned for survey and design.

Column (7) - show all survey and design costs including man-month costs.

Column (8) - show man-months planned for land or easement appraisal work.

Column (9) - show all appraisal costs including man-month costs, appraisal contract costs, etc.

Column (10) - show man-months planned for acquisition work which includes negotiation and settlement efforts.

Column (11) - show all direct acquisition costs including man-month costs, settlement costs, etc.

Column (12) - show man-months planned for general support of project. These will include man-months for evaluation, program coordination, technical program direction, clerical support, training, and reports.

Column (13) - show costs planned for general support of the project, excluding capitalized equipment.

Column (14) - show costs planned for capitalized equipment.

Column (15) - show total man-months planned for project.

Column (16) - show total costs planned for project.

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Average man-month cost - indicate on form the cost used for average man-month cost.

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

CONSTRUCTION WORKSHEET

Page	1 of 1
Date	Zugg 61, 1998
Subactivity	Road Construction (2130)
FY	1999
State	Higgle
Average Man-month Cost	$1,800

PROJECT		REF. 2140 (✓)	UNITS	COUNTY	EST. OBLIG. (date)	DIRECT					SUPPORT			TOTAL	
						SURVEY & DESIGN		CONST. SUPV.		CONST. CONTRACT COST	MAN-MONTHS	COSTS		MAN-MONTHS	
NAME	NUMBER					MM	COST	MM	COST			MM	OTHER		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(1
Vetterick Mtn. Rd	0526		4 mi.	Paulem	12/98			9	16.2	258.0	1	1.8		10	276
Culp Wash Rd.	0431	✓	25 mi.	Carson-80% Junior-20%	4/99	2	3.6	7	12.6	63.0	1	1.8		10	81
Keely Bridge	1234		1 ea.	Kayce		1	1.8							1	1
Mason Trail	3148	✓	13 mi.	Jonem	8/99			3	5.4	106.0	1	1.8		4	113
Prog. Development & Administration	9999										4	7.2	1.0	4	8
						3	5.4	19	34.2	427.0	7	12.6	1.0	29	480

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GPO 840-818

Form 1680-16 (June 1977)

Instructions - Construction Worksheet
(Form 1680-16)

DRAFT

General

1. A separate worksheet is to be completed for each of the construction subactivities, i.e., building, recreation, and transportation.

2. Complete all entries in upper right hand portion of each page submitted.

3. Provide a separate entry for each project, and, when a project is to be accomplished under more than one contract or agreement, provide a separate line for each contract or agreement. Projects are not to be combined.

4. Provide a separate entry for the following needs, if applicable:

   A. Capitalized equipment
   B. Program-wide support; (includes non-capitalized equipment, evaluations, program coordination, technical program direction, budget and program development, clerical support and training)
   C. Activity plans; (preparation, evaluation/revision), (2130 only)
   D. Inventories; (2130 only), identify by component (roads, bridges, trails, other)
   E. Sign Shops; (2130 only), (Arizona and Wyoming only)
   F. Also identify such things as signing when a major thrust is being undertaken to provide signing which requires significant work-month commitments.

5. Work-months may be planned to the nearest 0.1 month, and costs may be estimated to the nearest 0.1 thousand (hundred) dollars, however, line and column costs are to add to whole work-months and even thousand dollars.

6. List projects and needs in descending priority. Draw a line under each project or line item across entire page.

7. On the last page of each subactivity, show totals for columns (7) through (16). Be sure that the sum of the totals for columns (7), (9), and (12) equal the total of column (15); and that the sum of the totals of columns (8), (10), (11), and (14) equal the total of column (16).

Specific

Column (1) - show name of project or need. Include in project names the words or abbreviations that indicate a specific phase or segment of the project when applicable, i.e., electrical, surfacing, Seg. A, Warehouse, etc. (See BLM Manual 9100.41).

Column (2) - Show project number. (See BLM Manual Section 9100.42).

umn (3) - Enter check ( ) if easement or land acquisition is connected the project during same fiscal year. This will indicate a cross erence to the Land and Easement Acquisition Worksheet.

umn (4) - Show number of units as follows:

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Buildings - each
Recreation - each (family units, systems, comfort stations, etc.)
Roads and Trails - miles
Bridges and Other - each

lumn (5) - Show county in which projects, inventories, sign shops, and gn installation projects are located. If more than one county is volved, show percentage in each county.

lumn (6) - Show estimated work and calender year in which A&E or contract nds are to be obligated.

lumn (7) - Show work-months planned for survey and design.

lumn (8) - Show all direct survey and design costs, including work-nth costs, A&E constract costs, etc.

lumn (9) - Show work-months planned for construction supervision, cluding construction staking, inspection, materials testing, etc. If oject is to be constructed using force account crews, show on separate ne and identify in Column (1).

olumn (10) - Show all direct construction supervision costs, including ork-month costs, A&E contract cost, etc.

olumn (11) - Show cost of construction contract. If more than one ontract is anticipated, show cost of each.

olumn (12) - Show work-months planned for project support (studies and esearch, EARs, EISs, water right acquisitions), or non-project needs ork-months.

olumn (13) - Show work-month cost planned for project support or non-roject needs.

olumn (14) - Show support costs planned for other than work-month costs, .e., non capitalized equipment, tuition, etc.

olumn (15) - Show total work-months for each project or line entry item. Sum of entry in columns (7), (9), and (12)). Total must equal whole ork-month.

olumn (16) - Show total costs for each project of line entry item. Sum of entry in columns (8), (10), (11), (13), and (14).) Total must equal even thousand dollars.

STATE	OFFICE	TYPE	FY
WY	069	PP	0
1	2	3	4

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

PROCUREMENT PLAN

Office name: Casper Distr

Date submitted: 08-21-79

NUMBER		OP. KEY	PROCUREMENT		DESCRIPTION	TIME ESTIMATES			COST STRUCTURE			COST (dollars)
						DATES		TECH. MAN-DAYS				
ITEM	LINE		TYPE	OFFICE		PROCUREMENT	AWARD		PROJ. NO.	SUB-ACTIVITY	COMP.-JOBS	
5	6	7	8	9	10	11	12	13	14	15	16	17
1	1				Misc. Agg. (under #2000)					4110		90
	2									4130		35
	3									4210		87
	4									4310		40
	5									4320		65
	6									4330		30
	7									4350		74
	8									4410		80
	9									4800		290
2	1		NOI	YA	Cultural Res. Inv.					4210		870
3	1				Janitorial Services					4800		35
4	1				Mortimer Easement					2140		670
5	1				Equipment Rental					8100		710
6	1				Mag Card - Lease/purchase					4800		110
					(*Current year costs only)							

DRAFT

(instructions on reverse)

GENERAL INSTRUCTIONS

1. All offices planning procurement actions during the fiscal year *must* submit a procurement plan listing all procurements *except* capitalized equipment, or major noncapitalized equipment.

~~2. When entering miscellaneous procurements, do not complete columns 8, 9, 11, 12, 14, and 16.~~

2. Submit one (1) copy to Director, Service Center (D–820) with Annual Work Plan *(Form 1680–1)* at beginning of fiscal year and whenever revisions are made.

DRAFT

SPECIFIC INSTRUCTIONS

Columns

1 STATE – Enter alpha State code.

2 OFFICE – Enter three-digit numeric office code.

4 FY – Enter last digit of fiscal year for which plan is being prepared.

5 ITEM NUMBER – List in consecutive order and by subactivity all miscellaneous procurements costing under $2,000 each. After the miscellaneous entries as specified above enter all other procurements.

6 LINE NUMBER – Enter number "1" for each item number and list successive numbers for any additional lines necessitated by multiple subactivity and/or component-job code funding.

7 OPERATION KEY – Leave blank on original submission. For revisions, enter as follows:
- "*A*" – to add an entire line or item
- "*C*" – to change any line or single data element
- "*D*" – to delete an entire line or item

8 TYPE – Enter the following three-digit alpha-numeric codes for advertised and negotiated sales.

ADVERTISED

A01 Road construction
A02 Recreation and building construction
A03 Pipeline construction
A04 Standard specification construction *(e.g., fences)*
A05 Nonstandard specification construction
A06 Land treatment
A07 Supply
A08 Consolidated supply

NEGOTIATED

N01 One subject competitive, over $100,000
N02 Multi-subject competitive, over $100,000
N03 One subject competitive, $100,000 and less
N04 Multi-subject competitive, $100,000 and less
N05 Noncompetitive, over $100,000
N06 Noncompetitive, $100,000 and less

OTHER

B01 Mandatory source of supply procurements from Federal Supply Schedule, Federal Prison Industries, etc.
B02 Small purchases ($10,000 and less) from open market (excluding A&E and Interagency Agreements)
B03 Interagency Agreements, over $10,000
B04 Interagency Agreements, $10,000 and less
B05 Architect and Engineering Services, over $10,000
B06 Architect and Engineering Services, $10,000 and less

9 OFFICE – Enter the alpha State code indicating which office will perform the procurement, i.e., Washington – AA, Service Center – YA, State Office – various.

10 DESCRIPTION – Enter title or description of item to be procured.

11 PROCUREMENT OFFICE – Enter numeric month, day, and last two digits of calendar year, when a complete procurement package will be delivered to the procurement office. This date must allow for adequate processing time to meet the award date *(column 12)*.

12 AWARD DATE – Enter numeric month, day, and last two digits of calendar year when the procurement award must take place.

13 TECHNICAL MAN-DAYS – Enter the estimated man-days which must be provided by the originating office to the procuring office to furnish subject matter support during contract specification preparation and/or negotiations.

14 PROJECT NUMBER – Enter project number for those subactivities which require a project number, i.e., 2110, 2120, 2130, 2140, 5100, 6110, 6120, 6130, 6140, 7110, 7120, 7130, 7300, 29NN, 49NN, 9150, and 9310.

15 SUBACTIVITY – Enter appropriate four-digit subactivity. *(See BLM Manual Section 1684.)*

16 COMPONENT-JOB CODE – Enter appropriate four-digit component-job code. *(See BLM Manual Section 1684.)*

17 COST – Enter cost, to the nearest dollar, borne by each component-job within each subactivity.

OTHER ITEMS

TORES – Procurement of items for the stores account in component-job code 0101 will be included on the procurement plan, but will not be added in to arrive at cost targets. Since stores purchases are not a cost and are not included in cost targets, all procurements to component-job code 0101 will be in excess of assigned cost targets. Stores issues, on the other hand, are a part of average work month costs.

STATE	OFFICE	TYPE		FY
UT	040	E	D	0
1	2	3		4

DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

EQUIPMENT BUDGET

Cedar City
Date submitted 08-19-79

ITEM NUMBER	LINE NUMBER	OP. KEY	CLASS NUMBER	DESCRIPTION OF EQUIPMENT	P. L. OR E	R OR N	PROPERTY NO. OF EQUIPMENT REPLACED	QUANTITY	SUB-ACTIVITY	COST (dollars)	PROPOSED DELIVERY DATE
5	6	7	8	9	10	11	12	13	14	15	16
1	1		13150	Motor Bike, 700 cc	P	N		1	4320	1500	12/7
	2								4330	700	
1	1		12050	Canoe, aluminum, 12'	P	R	82163	1	4330	490	3/8
1	1		14116	Trailer, Boat	P	N		1	4330	600	3/8
1	1		107014	Mag Card typewriter (* Last year of Lease-purchase)	P	N		1	4800	700	11/7

DRAFT

(Instructions on reverse)

Form 1680-4 (August 1977) (formerly 1630-7)

GENERAL INSTRUCTIONS

1. All offices planning to acquire equipment during the fiscal year must submit an equipment budget listing capitalized and major noncapitalized equipment purchases, lease purchases, or acquisitions from excess property, planned within their operating budget.

2. Submit one (1) copy to SC (D-~~828~~ 511) with Annual Work Plan at beginning of Fiscal Year (FY) and whenever revisions are made.

DRAFT

SPECIAL INSTRUCTIONS

Columns

1 STATE – Enter alpha State code.

2 OFFICE – Enter three-digit numeric office code.

4 FY – Enter last digit of fiscal year for which budget is being prepared.

5 ITEM NUMBER – Number each equipment acquisition consecutively, within each State and Office. Items having the same "Class Number" and "Description of Equipment" should be grouped under a single item number.

6 LINE NUMBER – Enter number "1" for each item number and list successive numbers for any additional lines necessitated by multiple subactivity funding, multiple pieces of equipment replaced, mixed replacement and new equipment, mixed lease-purchase, excess-purchase, and different proposed delivery dates. Enter "Class Number" and "Description of Equipment" on line "1" only.

7 OPERATION KEY – Leave blank on original submission. For revisions, enter "A" to add an item or line, "C" to change any line or data element, or "D" to delete an entire item or line.

8 CLASS NUMBERS – Enter appropriate class number. *(See BLM Manual Section 1522, Appendix 1.)*

Columns

9 DESCRIPTION OF EQUIPMENT – List all capitalized and major noncapitalized equipment to be acquired during the fiscal year.

10 P, L, OR E – Enter "P" for items to be purchased, "L" for items to be lease-purchased, or "E" for items to be acquired from excess property.

11 R OR N – Enter "R" for items replacing like items of existing equipment. *(Each replacement item must be entered on a separate line in quantities of 1, with corresponding data on property being replaced.)* Enter "N" for all other acquisitions.

12 PROPERTY NUMBER OF EQUIPMENT BEING REPLACED – Enter for all "R" items.

13 QUANTITY – Enter number planned for purchase. If costs are divided between two or more activities or subactivities, enter number on first line only.

14 SUBACTIVITY – Enter appropriate four-digit number. *(See BLM Manual Section 1684.)*

15 COST – Enter cost borne by each subactivity.

16 PROPOSED DELIVERY DATE – Enter month and year when equipment should be delivered.

OCS Offices OTHER ITEMS

MISCELLANEOUS – Service Center, States, and BIFC may program $8,000 for miscellaneous small equipment ~~in any one subactivity, and OCS Offices may program $2,000 each.~~ Known items that can be identified when the equipment budget is prepared will not be included in miscellaneous items within the funds authorized.

FLEXIBILITY – Service Center, States, BIFC, and OCS Offices may authorize equipment substitutions within the approved equipment budget, dollars, by subactivity, provided that the unit price of items being substituted does not exceed $2,000. All substitutions will require revised ~~(red-lined)~~ equipment budget forms submitted to SC (D-820). ~~Proposed substitutions involving items over $2,000 will be processed automatically, provided that they are within subactivity equipment budget dollars.~~

STATE	OFFICE	TYPE		FY	SUB-ACTIVITY
		A	W		
1	2	3		4	5

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

ANNUAL WORK PLAN

Date

Project name *(if applicable)*

COMP.-JOB CODE	PROJECT NUMBER	ANNUAL WORK PLAN BY PERIODS					
		OCTOBER–MARCH		APRIL–JUNE		JULY–SEPTEMBER	
		UNITS	MAN-MONTHS	UNITS	MAN-MONTHS	UNITS	MAN-MONTHS
6	7	8	9	10	11	12	13
COST SUMMARY		14		15		16	
9900							
9901							

DRAFT

(Instructions on reverse)

Form 1680–1 (August 1977) *(formerly 1630–1)*

GENERAL INSTRUCTIONS

1. All BLM offices prepare one (1) copy at beginning of fiscal year in response to Annual Work Plan (AWP) Directives for each subactivity where work is planned, and prepare a copy whenever a revision is made. Submit to SC (D–820) as follows: Area and District Managers through State Directors, Service Center Director, and Washington Office through Associate Director. Offices responsible directly to the Washington Office submit directly to SC (D–820).
2. State Directors submit one (1) copy of each completed form for the State Office and one (1) for each District and/or Area. Service Center Director and Washington Office submit one (1) copy for each division or office.

SPECIFIC INSTRUCTIONS

(Items not listed are self-explanatory)

Columns

1 STATE – Enter alpha State code.

2 OFFICE – Enter three-digit numeric office code.

4 FY – Enter last digit of fiscal year for which plan is being prepared.

5 SUBACTIVITY – Enter appropriate four-digit subactivity. *(See BLM Manual Section 1684.)*

6 COMP.–JOB CODE – Enter each component code for which man-months are planned *(two-digit component code followed by two zeros)*, and each component-job code for which units of accomplishment are planned *(four-digit component-job code)*. Make entries in numerical order, with each component code followed by its associated component-job code for work planned. *(See BLM Manual Section 1684.)*

7 PROJECT NUMBER – Enter project number and prepare a separate Form 1680–1 for each project for which work is planned in subactivities 2110, 2120, 2130, 5100, 6110, 6120, 6130, 7110, 7120, 7130, 7300, 29NN, and 49NN. *(See BLM Manual Section 1681 for special instructions on reimbursable, trust, and collection funds.*

Columns

9, 11, 13 MAN-MONTHS – Distribute direct man-months required to complete planned work for each component in each program period. *(October-March, April-June, and July-September.)* Schedule man-months at the component level only.

8, 10, 12 UNITS – Distribute units planned for each component-job code, by program period in which the unit will be completed, regardless of the FY in which the work was initiated. *(See BLM Manual Section 1684 for units of measurement.)* No entry is ever made in unit-fields for man-months.

14, 15, 16 9900 – Distribute total planned man-month costs *(in whole dollars)*.

9901 – Distribute dollar value of stores issues planned by program period *(in whole dollars)*.

Blank lines can be used to distribute procurement *(Form 1680–5)* and equipment *(Form 1680–4)* costs and verify total costs targets. Information listed on lines below 9901 will not be entered into the system. It is for originating office use only.

DRAFT

ALASKA - SPECIFIC DIRECTIVES

/TABLE OF ORGANIZATION/

- Your FTP T/O for FY 1981 is: 591

BLM	575
YACC	16
Total	591

Your YACC T/O is tentative pending final determination of the program for FY 1981.

- Your FTP FY 1981 T/O includes a tentative increase of 15 positions which are funded in your base. These positions are allocated for the following programs:

Program	Positions
Oil and Gas (WAMA)	+ 13
Wildlife Habitat Management	+ 1
Soil, Water and Air Management	+ 1
Total	+ 15

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 393.

- See General Directives for instruction concerning organization and manpower.

/INVENTORY/PLANNING/ENVIRONMENTAL SCHEDULE/

The following schedule summarizes your priority inventory, planning, and environmental commitments for FY 1981 through FY 1985. Your AWP should be developed to meet these assigned schedules.

ALASKA - INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Anchorage	McGrath	Lower Yukon Kuskokwim / Multiple Programs	URA - MFP (Initiate)	MFP (Complete)	--	--	--
	Peninsula	Bristol Bay-S.E. Aleutians / Multiple Programs	Pre-Plan Anal. (Complete) RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
	NRA	Wrangell-St. Elias NRA / Multiple Programs	Pre-Plan Anal. (complete) RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	
Fairbanks	Arctic Kobuk	Northwest / Multiple Programs	URA-MFP (Initiate)	MFP (Complete)	--	--	--
	Arctic Kobuk	Arctic-Kayukuk / Multiple Programs	Pre-Plan Anal. (complete) RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	
	WAMA	WAMA / Oil /Gas	RMP (Complete)	--	--	--	--

002

ALASKA

/ CONSTRUCTION & MAINTENANCE ASSISTANCE SCHEDULED (D-420) /

No technical assistance planned by DSC this FY.

/ 2110 - BUILDING CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $188
B. Adjustments ..... None
C. FY 1981 AWP Cost Target..... $188

II. Component Specifics:

A. Funds are to be used for Fairbanks and Anchorage D.O. fire detection and alarm systems ($58) and for Tanana and Minchumina Fire Station utilities ($130).

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $802
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $802

II. Component Specifics: None

/ 2220 - RECREATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $200
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $200

II. Component Specifics: None

/ 2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 AWP Cost Target ..... $ 52
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 52

II. Component Specifics: None

ALASKA

/ 4111 - OIL AND GAS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,085
B. Adjustments
1. WAMA: (NPRA) Base increase for WM costs..... + 600
2. WAMA: Base increase ..... +2,733
C. FY 1981 AWP Cost Target..... $4,418

II. Component Specifics:

A. The WM cost increase ($600) will fund the 20 positions requested in the FY 1981 President's Budget.

B. Components (25 and 26)

The base increase ($2,733) includes $750 to prepare an environmental impact statement on the management plan and the first competitive oil and gas lease sale. Studies to fill data gaps will be contracted. The base increase is also intended to provide office space and living accommodations in Barrow to meet communications needs throughout the NPRA, and to allow the development of a leasing process.

C. Plan to devote several weeks to participate in preparing regulations for WAMA legislation with HQ personnel.

/ 4112 - COAL /

1. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 42
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 42

II. Component Specifics:

A. Your FY 1981 cost target base includes funding for the same number of workmonths (WM's) that you projected for FY 1980. Submit a detailed statement, as per the General Dirctives, outlining your FY 1981 coal program workload. Note that the Bureau is committed to completion of processing of all PRLA's by December of 1984 and that Alaska has been tentatively scheduled to complete processing of PRLA's by the end of FY 1982. See the report titled "Planning and Budgeting for the Federal Coal Management Program, Fiscal Year 1980 through Fiscal Year 1985" dated June 1, 1980 for procedures to be followed in the processing of PRLA's.

B. Submit a brief narrative statement indicating your planned schedule for processing of your PRLA giving due consideration to land-use planning requirements.

C. Plan to spend 2 WM's in FY 1981, including 01 Support, for preparation of a comprehensive report on the status of the Federal coal management program in Alaska, with proposals on what the program should accomplish through the 1980's. Further instruction will be provided for this work item by memorandum from HQ (160).

/ 4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $200
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $200

II. Component Specifics: None

/ 4132 - MINING LAW ADMINISTRATION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $210
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $210

II. Component Specifics:

A. Valliere Cacy is to plan on participating in a two week detail to the HQ office to assist in the development of a manual section for the 43 CFR 3833 regulations. The date will be announced later. Travel and per diem will be paid by HQ (520).

/ 4211 - ENERGY RELATED REALTY /

1. Cost Target Adjustments ($000):

A. FY 1981 Base..... $159
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $159

II. Component Specifics: None

ALASKA

/ 4212 - NON-ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$5,594
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$5,594

II. Component Specifics:

A. Component 31

1. One of your highest priority goals continues to be the conveyance of lands under the Alaska Native Claims Settlement Act. In order to meet the goals of approving 30 million acres by the end of FY 1981 you must publish a minimum of 6,750,000 acres during FY 1981.

2. Your other highest priority is the conveyance of land to the State of Alaska under the Alaska Statehood Act. In order to meet the goal of conveying 90 percent of the remaining entitlement (70 million acres) within 5 years, it will be necessary for you to adjudicate 13 million acres during FY 1981.

3. Process a minimum of 50 tracts for possible commitment to the USDI/GSA pool established under the Cook Inlet Land Exchange in P.L. 94-204.

4. Attempt to reduce the number of Native allotment cases by adjudication consistent with current policy and pending litigation.

5. Develop an easement management package identifying a specific plan of action and budget needs and submit draft of proposed regulations to the Headquarters Office.

6. Develop plan of action for managing NRA's and identify needs to implement. Initiate inventories and planning for the NRA's.

7. Initiate inventories, studies, and research in the NPRA and initiate coordination with public and private interests groups for involvement in the planning process.

B. Component 36 - Mining Claim Recordation

1. Submit necessary material on a continuing basis to the Records Improvement Project for construction of Alaska Land Use Records in order to develop an even work flow.

/ 4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 40
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 40

II. Component Specifics: None

/ 4310 - FOREST MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 90
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 90

II. Component Specifics:

A. Continue to meet local demand for fuelwood and other forest products.

/ 4322 - GRAZING MANAGEMENT - (COMPONENT 44) /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 64
B.	Adjustments:	
	1. One-time increase for Inventory	+ 160
C.	FY 1981 AWP Cost Target	$ 224

II. Component Specifics:

A. Your one-time increase to continue your reindeer - caribou habitat inventory at Selawik Hills. (800,000 acres at .20 = $160).

/ 4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (CRM $75/NHRM $0)..... $ 75
B. Adjustments:
1. Cultural Resource:
a. One-time increase for planning, recordation, signing, etc. for Forty-mile River protection project..... + 15

b. One-time increase for detailed recordation of Pitka Shelter Cabin and Big Creek Roadhouse.... + 15

2. Natural History:
a. Base increase to complete high priority NHRM work + 17
C. FY 1981 AWP Cost Target..... $ 122

II. Component Specifics:

A. Cultural Resource Management (45) - conduct an analysis of Yukon Island Main Site and prepare proposal for submittal to HQ by the end of January 1981 outlining protection needs from subsidence and wave action.

B. Natural History Resource Management (47) - of the base increase, $10 is for staff support for the Alaska Ecological Reserves Council, to maintain, disseminate and utilize an inventory of areas recommended for Ecological Reserve designation.

/ 4332 - WILDERNESS PROGRAMS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 3
B. Adjustment:
1. Base increase for IMP monitoring..... + 2
C. FY 1981 AWP Cost Target..... $ 5

II. Component Specifics:

A. Inventory - Continue current policy of accelerated inventory as necessary. Additional directives will be provided if the Alaska Lands Legislation issues are settled.

/ 4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustment ($000)

A. FY 1981 Base (Recreation Management $133 and Visual Resource Management $37)..... $ 170

B. Adjustments:

1. One-time increase to complete priority recreation work ..... + 140

C. FY 1981 AWP Cost Target..... $ 310

II. Component Specifics:

A. Visual Resource Management (VRM)

1. State Landscape Architect Don Hinrichson should plan on one (1) work month to assist with the VRM Instructional Training V to be held in Denver in late January 1981. He should plan for preparation and presentation.

2. Pete Jerome should plan one (1) work month to assist with the development of and presentation of the Computer Graphics training to be held in Denver November 17-21, 1980. One pre-session coordination meeting is planned in Denver prior to the training.

3. Richard Bouts should plan on assisting with the development of the VRM training package. This work will be initiated by the start of the calendar year and will take place in Denver.

B. Recreation Management (Components 49, 50 and 51)

1. The $140 increase includes funds to complete the Iditarod National Historic Trail plan as required by law and the ORV designation work shown below. If additional funds are needed to complete the trail plan, you will have to make internal shifts within your 4333 base. Plan to brief the Headquarters staff in Washington during October 1980 on the specific proposals you intend to incorporate in the plan and your strategy for completing the plan, including points of coordination with Headquarters.

2. Complete the ORV designation work as follows:

Lower Yukon	11,000,000 acres	Phase 1
Wrangell-St. Elias	1,240,000 acres	Phase 1
Arctic Koyukuk	3,000,000 acres	Phase 1
Forty-mile	4,485,000 acres	Phase 2 & 3
Northwest	8,487,000 acres	Phase 2
Tangle Lakes	450,000 acres	Phase 7
Portage	6,000 acres	Phase 7
Utility Corridor	3,000,000 acres	Phase 7

/ 4340 - SOIL, WATER AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 340
B. Adjustments:
1. One-time increase ..... + 49
C. FY 1981 AWP Cost Target..... $ 389

II. Component Specifics:

A. Water (52): $300
1. Snow surveys, floodplain determination, water quality monitoring, $180
2. Implementation of Section 208 plans, $10
3. Research and studies, $20
4. Water use inventories and water rights, $90
5. One new permanent full-time position is provided for the water use inventory program and is covered in your base.

B. Soil (53): $75

C. Air (54)
1. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center; three participants allocated; submit names of nominees to HQ (202).

D. Earth Science (59): $14
1. Continue paleontological resources and non-mineral geology inventories.

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 250
B. Adjustments
1. Base increase for added position for habitat development and related costs..... + 50
2. One-time increases for:
a. T/E Species..... + 80
b. Resource inventory..... + 100
c. Habitat development..... + 120
C. FY 1981 AWP Cost Target..... $ 600

II. Component Specifics:

A. Continue assessment of caribou-reindeer range utilization conflicts and migrational routes;
B. Use a total of $170 to continue habitat development within the Delta Gulkana, Central Brooks Range, Sagwon Bluffs and Portage HMPs;
C. Continue peregrine falcon monitoring and studies (Sagwon Bluffs) to support energy related activities;
D. Initiate HMPs in support of critical use allocations in the Wrangell-St. Ellis NRA and in complete MFPs for the Corridor, South Central, and Forty Mile units, with emphasis on T/E species;
E. Consider initiating the Bear Creek wildlife-fire management study;
F. Develop procedures in cooperation with the State for wildlife subsistence use in NRA's;
G. Provide input to the international caribou treaty development; and
H. Use the $50 base increase to support a permanent wildlife biologist position in the Fairbanks District Office.

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 1,437
B.	Adjustments:	
	1. Decrease base	- 54
C.	FY 1981 AWP Cost Target	$ 1,383

II. Component Specifics:

A. Plan on participation on the Bureau Fire Equipment Committee.

B. Plan on a two week Headquarters detail for Manual revisions.

C. Any continuation of the automatic flight following program will need to be funded from the Alaska 4360 base.

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 425
B.	Adjustments:	
	1. One-time increase for WAMA	+ 500
	2. One-time increase	+ 65
C.	FY 1981 AWP Cost Target	$ 990

II. Component Specifics:

A. One-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

B. Within your available Total AWP Cost Target (excluding WAMA) you are authorized, at your discretion, to substitute RMP initiation in the Bristol Bay - S.E. Aleutians planning area for NRA planning in the Wrangell - St. Elias NRA. Provide in your submission an analysis of the option you take to HQ (202).

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 1,374
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 1,374

II. Component Specifics:

A. Continue to purchase some of the CRT terminals as accumulated lease costs approach the purchase price.
B. Communication circuit 9GD0032 will be funded by SC at the interstate rate.
C. Make your best estimate of actual support furnished to other subactivities from the Federal Data Processing Center and program the cost of the GSA agreement accordingly in your procurement plan. Charges to 4420 should be limited to those incurred in system design, development, and testing.
D. Operating time for the IDMS System and array processor should also be charged directly to the benefiting subactivity.
E. Schedules and procedures for implementing the Departmental Pay-Personnel system have not been finalized. Do not begin subsystem development for editing and concentrating payroll-personnel data until further notice.
F. Plan on having one person from Alaska attend the Departmental Communications Workshop. See general directives for details.

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 8,146
B.	Adjustments	
	1. Base decrease for surveys	- 586
C.	FY 1981 AWP Cost Target	$ 7,560

II. Component Specifics:

A. Be prepared to assist other SO requests for off-season auto-surveyor projects. Base your total commitment to 100 crew days per system for such work, with all costs except salaries of Alaska personnel to be borne by requesting office.

B. Program $3.1 million for contract surveys for boundaries encompassing village and/or regional selections under ANCSA and one large block for Alaska State Selection.

C. Program continued technological implementation of an automated plat drafting capability with the WANG 2200.

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base.....	$ 124
B.	Adjustments.....	None
C.	FY 1981 AWP Cost Target.....	$ 124

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, state, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conference.

D. Within available funding, consider establishing one full-time EEO counselor.

ALASKA

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 24
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 24

II. Component Specifics:

A. Additional WM requirements (non-criminal) must be funded from benefiting subactivity.
B. Your cost target does not include any funding for cooperative agreements.

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000)

A. FY 1981 Base..... $ 3,488
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 3,488

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $22,668. 25% of this total would generate a 4800 base of $5,667. Provide an analysis of the advantages/ disadvantages of this method of determining 4800 base cost targets.
B. A HQ team will conduct a follow-up of the Communications Technical Service Review of your State, plan for 1/4 work months for your Telecommunications Coordinator and time for other personnel of your option.

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 30
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 30

II. Component Specifics:

A. Your cost target of $30 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

DATE: 8/21/80

STATE: ALASKA

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $ 1,514

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	3000	3000				3000	3000		2400	2400	2400	3400		3400	3200	3200	3200	3200	3200	3000
FY 1981 BASE	1085	42				200	210		159	5594	40	90		64	75	3	170	340	250	1437
ONE-TIME ADJUST.														+160	+ 30		+140	+ 49	+300	
BASE ADJUSTMENT	+3333														+ 17	+ 2			+ 50	- 54
FY 81 AWP COST TARGET	4418	42				200	210		159	5594	40	90		224	122	5	310	389	600	1383

DATE: 8/21/80

STATE: ALASKA

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	3000	3700	2900	3400		3400	3400														
FY 1981 BASE	425	1374	8146	124		24	3488	188				802	200	52							30
ONE-TIME ADJUST.	+565																				
BASE ADJUSTMENT			-586																		
FY 81 AWP COST TARGET	990	1374	7560	124		24	3488	188				802	200	52							30

016

ARIZONA - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is: 269

BLM	254
YACC	15
Total	269

Your YACC T/O is tentative pending final determination of the program for FY 1981.

- Your FTP FY 1981 T/O includes a tentative increase of 7 positions which are funded in your base. These positions are allocated for the following programs:

Program	Positions
Wildlife Habitat Management	+ 2
Soil, Water and Air Management	+ 2
Cadastral Survey	+ 3
Total	+ 7

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 149. This includes an increase of 6 positions over last years EOY ceiling. These positions are funded in your one-time increase and are not to be WAE's. These positions are to be used in the rangeland management program for on-the-ground implementation work. Of the total increase of 6 positions, 2 positions are specifically designated to provide support to the wild horse and burro program.

- See General Directives for instruction concerning organization and manpower.

/ INVENTORY/PLANNING/ENVIRONMENTAL SCHEDULE /

The following schedule summarizes your priority inventory, planning, and environmental commitments for FY 1981 through FY 1985. Your AWP should be developed to meet these assigned schedules.

ARIZONA - INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Safford	Gila	Winkelman / Grazing	URA/MFP (Complete)	--	--	--	--
	Gila	Gila / Grazing	RMP-Inv. (Initiate)	RMP Inv.	RMP-Inv. (Complete)	RMP	RMP (Complete)
Phoenix	Kingman	Hudlapai-Aquarius / Grazing	EIS (Complete)	--	--	--	--
	Lower Gila	Lower Gila North / Grazing	URA/MFP (Complete)	E.I.S. (Complete)	--	--	--
	Lower Gila	Lower Gila South / Grazing	RMP-Inv.	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
	Phoenix	Phoenix / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv.	RMP-Inv. (Complete)	RMP
Yuma	Havasu	Havasu / Grazing	RMP-Inv. (Initiate)	RMP-Inv.	RMP-Inv. (Complete)	RMP	RMP (Complete)
Arizona Strip	Vermillion	Vermillion / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)

ARIZONA

/ EVALUATION /

Plan to have John Douglas serve as a team member on the Cultural Resources Programmatic Evaluation scheduled for April 6-17, 1981.

/ PROCUREMENT PLANNING /

Paul Lance is to plan two (2) work months and three (3) trips of one week each (two to HQ and one to the SC) in support of the Word Processing System Procurement WAR.

/ PHOENIX TRAINING CENTER /

A. Your Preliminary Annual Work Plan submitted in response to Instruction Memorandum No. 80-545, change 1 is approved as follows:

Subactivity	Total ($000)	Work Months	Travel ($000)
4111	$ 22	10	$ 6
4112	22	10	6
4113	9	4	3
4131	75	28	26
4132	265	80	78
4133	75	28	26
Total 4100	$468	160	$145
4211	$155	68	$ 54
4212	245	98	126
Total 4200	$400	166	$180
4322	$335	139	$120
4350	$230	95	$ 65
Grand Total	$1,433	560	$510

B. Refer to the Training section of the general directives for additional guidance regarding the Training Center.

C. Refer to Item C in the Introduction section of the general directives regarding calculation of average work-month costs for the Training Center. The Arizona State Office Budget Analyst is assigned the responsibility of developing individual subactivity averages for the Training Center which may be higher or lower than the statewide averages. Identify these planned averages both consolidated in your general narrative and in the separate narratives for the subactivities listed above.

ARIZONA

/ CONSTRUCTION & MAINTENANCE ASSISTANCE SCHEDULED (D-420) /

In FY 1981 the SC is planning to assist you on the projects listed below and shown in the General Directive. You will be contacted relative to scheduling and information to be submitted to them so that assistance can be provided.

Activity	Project Name	Remarks
2130	Burro Creek Bridge	Scheduled inspection for structural soundness
2120	Sewage Treatment Plant (Senator Wash)	Design, review and technical advice

/ 2110 - BUILDING CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 36
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 36

II. Component Specifics:

A. Funds to be used for the construction of four fiberglass communication buildings at limited access sites.

/ 2130 - TRANSPORTATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 70
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 70

II. Component Specifics:

A. Funds to be used to partially fund operation of the Kingman Sign Shop.

ARIZONA

/ 2140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 53
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 53

II. Component Specifics: None

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 36
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 36

II. Component Specifics: None

/ 2220 - RECREATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 380
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 380

II. Component Specifics: None

/ 2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 130
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 130

II. Component Specifics: None

ARIZONA

/ 4111 - OIL AND GAS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 138
B. Adjustments
1. One-time increase for Overthrust EAR..... + 20
C. FY 1981 AWP Cost Target..... $ 158

II. Component Specifics:

A. The base cost target includes Phoenix Training Center funding of $22.

B. Component (26)

To facilitate processing Over-the Counter applications filed in the Overthrust Belt, plan to complete an area-wide environmental assessment of the lease application area. Updating of your State-wide EAR may be done in lieu of this if it is adequate for processing Overthrust applications and if it can be updated sooner than an area-wide EAR could be completed.

/ 4112 - COAL /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 22
(For Training Center as per your request)
B. Adjustments:
1. One-time increase for work associated with duties of the Ft. Union Regional Coal Team Chairmanship... + 9
C. FY 1981 AWP Cost Target..... $ 31

II. Component Specifics:

A. The base cost target includes Phoenix Training Center funding of $22.

B. Provide a detailed list in your AWP submittal of the Training Center's planned subactivity 4112 accomplishments for FY 1981.

C. Your one-time increase is for costs associated with the Fort Union Regional Coal Team chairperson responsibilities.

ARIZONA

/ 4113 - GEOTHERMAL /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 53
B.	Adjustments	
	1. Base increase for WM cost increases	+ 2
C.	FY 1981 AWP Cost Target	$ 55

II. Component Specifics:

A. The base cost target includes Phoenix Training Center funding of $9.

B. Resolve the Gila Box geothermal conflict in the first quarter of FY 1981.

/ 4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 98
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 98

II. Component Specifics:

A. The base cost target includes Phoenix Training Center funding of $75.

/ 4132 - MINING LAW ADMINISTRATION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 365
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 365

II. Component Specifics:

A. The base cost target includes Phoenix Training Center funding of $265.

/ 4133 - MINERAL LEASING /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 146
B.	Adjustments	
	1. Base increase - WM cost increases	+ 8
C.	FY 1981 AWP Cost Target	$ 154

II. Component Specifics:

A. The base cost target includes Phoenix Training Center funding of $75.

/ 4211 - ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 288
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 288

II. Component Specifics:

A. The base cost target includes Phoenix Training Center funding of $155.

B. Component 30

Process cases on a pipeline basis (120 days or less processing time). Complete approximately 44 actions.

/ 4212 - NON-ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 854
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 854

II. Component Specifics:

A. The base cost target includes Phoenix Training Center funding of $245. Also included in the above cost target are funds necessary to give support of the Phoenix Training Center instructors for preparation of training materials, etc.

ARIZONA

/ 4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 124
B. Adjustments ..... None
C. FY 1981 AWP Cost Target..... $ 124

II. Component Specifics:

A. Component 35:

Your accomplishment of 12 reviews does not comply with your previously submitted 12 year schedule which showed completing 38 reviews in FY 1981. In order to accomplish your 444 reviews, you should plan to accomplish at least 38 reviews in FY 1981.

/ 4310 - FOREST MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 40
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 40

II. Component Specifics:

A. Funding is not available for the Yucca Study in FY 1981. Continue to meet local demand for fuelwood and other forest products within program capability.

/ 4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 84
B. Adjustments
1. One-time increase..... + 201
C. FY 1981 AWP Cost Target..... $ 285

II. Component Specifics:

A. Plan and conduct the removal of 500 burros and the adoption of 200 burros within your jurisdiction.

B. Complete the Cibola-Trigo and revised Alamo Herd Management Area Plans.

C. Implement the Cibola-Trigo and Havasu Herd Management Area Plans.

D. Your other-than-permanent position ceiling has been increased two positions to provide support to the wild horse and burro program.

/ 4322 - GRAZING MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 1,001
B.	Adjustments:	
	1. One-time increase for Inventory	+ 456
	2. One-time increase for Implementation	+ 600
	3. One-time increase for Phoenix Training Center	+ 165
C.	FY 1981 AWP Cost Target	$ 2,222

II. Component Specifics:

A. The range school funding will be $335 ($165 from one-time increase and $170 from base). Trainee work months and per diem will be paid by the Phoenix Training Center.

B. The one-time implementation increase ($600) is for implementation efforts within the San Simon, Cerbats, Vermillion and Shivwits EIS Areas.

C. Your one-time inventory funding is for: (acres and dollars in thousands)

San Simon	- Decision Inventory	$ 50
Havasu	- 820 A Pre. Inventory Map	10
Vermillion	- 1,500 A Pre. Inventory Map	30
Phoenix	- 6,300 A Pre. Inventory Map	23
Lower Gila South	- 1,144 A @ .30	343
		$ 456

/ 4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base (CRM $105/NHRM $000)	$ 105
B.	Adjustments	
	1. Cultural Resource	
	a. One-time increase for Homolovi protection project	+ 53
	b. One-time increase for Patrol and surveillance in Safford District	+ 27
	c. One-time increase for Intaglio protection	+ 10
	2. Natural History	
	a. Base increase to complete high priority NHRM work	+ 4
C.	FY 1981 AWP Cost Target	$ 199

II. Component Specifics:

A. Cultural Resource Management (45) - Plan 1 WM participation in a workgroup to prepare a management study of the Anasazi Culture in the Four Corners Area.

/ 4332 - WILDERNESS PROGRAMS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 535
B.	Adjustments	
	1. Base decrease to adjust for WSA planning amendments	- 375
C.	FY 1981 AWP Cost Target	$ 160

II. Component Specifics:

A. ISA's

1. By April 15, 1981 submit 35 copies of the proposed final study report and proposed FEIS to HQ (430) for Paria Canyon Primitive Area, Vermillion Cliffs Natural Area, Paiute Primitive Area. Be prepared to respond to changes in the documents as required during the administrative review process and be prepared to print and distribute the FEIS and study report once approved.

2. Coordinate study of Guadalupe Canyon contiguous public lands with USFS/BLM New Mexico.

3. Submit in your AWP narrative a study/reporting schedule for Big Sage and Turbinella-Gambel Hybrid Oak ISA's.

/ 4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base (Recreation Management $86/Visual Resource Management $19)	$ 105
B.	Base increase to complete priority recreation work	+ 153
C.	FY 1981 AWP Cost Target	$ 258

II. Component Specifics:

A. Visual Resource Management (VRM)

1. One (1) work month of time should be planned by State Office Landscape Architect Tom Orchard to assist with the planning and presentation of the Computer Graphic training to be held in Denver November 17-21, 1980, including one pre-session coordination meeting in Denver during October 1980.

B. Recreation Management (Components 49, 50, and 51)

1. The $153 increase includes funds to complete high priority recreation work including implementation of critical portions of the Parker Strip and the Laguna/Martinez Recreation plans. In your AWP Narrative, provide a summary of the additional work you expect to accomplish on the Lower Colorado River and the planned work month and dollar cost.

2. Complete ORV designation work as follows:

Gila Resource Area	(Winkelman)	157,000 acres	Phases 1, 2, & 3
Kingman Resource Area	(Hualapai-Aquarius)	922,000 acres	Phases 1, 2, & 3
Lower Gila Resource Area	(Lower Gila-North)	1,707,000 acres	Phases 1 & 2
Shivwits	(Grand Wash)	1,717,300 acres	Phase 7
Havasu	(Havasu P.U.)	525,000 acres	Phase 7
Yuma	(La Paz)	200,000 acres	Phase 7
Havasu	(Havasu P.U.)	35,000 acres	Phases 2 & 3
Yuma	(La Paz)	150,000 acres	Phases 1,2,3,4,5,6 &
Yuma	(Yuma)	50,000 acres	Phases 1,2,3,4,5,6,&

/ 4340 - SOIL, WATER AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000)

A. FY 1981 Base..... $ 718
B. Adjustments
1. One-time increase..... + 550
C. FY 1981 AWP Cost Target..... $ 1,268

II. Component Specifics:

A. Water (52): $746
1. Increase in the base of $80 for maintenance
2. Boro Creek $60
3. One-time increase for San Simon, including engineering assistance and archeological clearances $475
4. One-time increase for water use inventory $75
5. Accelerated erosion study 64 the University of Arizona $30
6. Two new permanent full-time positions are provided for the water use inventory program.

B. Soil (53): $418
1. Havasu - Soil premapping $400 - remote sensing $18

C. Air (54): $70
1. Establish acid rain monitoring station and conduct climate and air quality inventory $57
2. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center; two participants allocated; submit names of nominees to HQ 202.

D. Earth Science (59): $4
1. Initiate a literature search for paleontological sites.

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 250
B.	Adjustments	
	1. Base increase for habitat development and related positions	+ 150
	2. One-time increases for:	
	a. Resource inventory	+ 200
	b. Habitat development	+ 400
	c. Phoenix Training Center Wildlife Course and position increase	+ 230
	d. T/E Species	+ 170
C.	FY 1981 AWP Cost Target	$ 1,400

II. Component Specifics:

A. Use a total of $550 funds to continue habitat development within Sikes Act HMP areas, as indicated in the PAWP.
B. Initiate riparian habitat inventories and management;
C. Continue support of the desert bighorn sheep and antelope habitat management programs;
D. Use one increased permanent position for a State Office aquatic biologist to support the T/E program and habitat development; The second position is to support the pilot BLM wildlife training course.
E. Consider support of the Tucson, Sonoran Desert Museum for public land habitat exhibit and submit a cost estimate;
F. Reconsider the Aravipa bighorn sheep study that was dropped in FY 1980.
G. Continue T/E work on the woundfin; and
H. Use $230 one-time increase to initiate the pilot BLM wildlife training course and support a related, permanent position. The $230 will be converted to base in FY 1982 if the course is made a permanent part of the Training Center.

ARIZONA

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 162
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 162

II. Component Specifics:

A. Plan on a two week HQ detail to complete the Fire Prevention Manual update.
B. Implement the Normal Fire Year Plan with emphasis on the Initial Attack program.
C. Plan to participate on the Bureau Fire Equipment Committee.

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 386
B.	Adjustments	
	1. One-time increase	+ 164
C.	FY 1981 AWP Cost Target	$ 550

II. Component Specifics:

A. One-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 105
B.	Adjustments	
	1. Base increase - Maintenance for Level 6	+ 10
C.	FY 1981 AWP Cost Target	$ 115

II. Component Specifics:

A. Your base is increased to cover a total program level of 40 WM.
B. Site preparation funding is not included in your cost target.

ARIZONA

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$	169
B.	Adjustments		
	1. Base increase for surveys	+	11
C.	FY 1981 AWP Cost Target	$	180

II. Component Specifics: None

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$	70
B.	Adjustments		None
C.	FY 1981 AWP Cost Target	$	70

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, state, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conferences.

D. Within available funding, consider establishing one full-time EEO counselor.

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$	40
B.	Adjustments		None
C.	FY 1981 AWP Cost Target	$	40

II. Component Specifics:

A. Allocate $10 for existing cooperative agreements with local law enforcement agencies; $30 for WM capability.
B. Additional WM requirements (non-criminal) must be funded from benefiting subactivity.
C. Arrange interagency law enforcement/investigator meeting concerning the theft and destruction of cultural resources (BLM Special Agents from New Mexico, California, Nevada, Utah and Colorado should be invited as well as representatives from other agencies).

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 1,729
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 1,729

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $5,838. 25% of this total would generate a 4800 base of $1,460. Provide an analysis of the advantages/disadvantages of this method of determining 4800 base cost targets.

B. A HQ team will conduct a follow-up of the Communications Technical Service Review of your State, plan for 1/4 work month for your Telecommunications Coordinator and time for other personnel of your option.

C. Provide adequate assistance from the Chief, Branch of Records and Data Management, for a Records and Paperwork Systems Technical Review.

/ 6130 - TRANSPORTATION CONSTRUCTION - O&C /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base (Sign Shop)	$ 30
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 30

II. Component Specifics: None

ARIZONA

/ 8100 - RANGE IMPROVEMENT /

I. Cost Target Adjustments ($000)

A.	FY 1981 Base (25% of total FY 1980 Receipts).....	$ 372
B.	Adjustments	
	1. One-time add-on for AMP Implementation	
	a. San Simon, Vermillion EIS areas	+ 300
C.	FY 1981 AWP Cost Target.....	$ 672

II. Component Specifics:

A. The cost target will be adjusted once actual receipts for FY 1980 are known and the FY 1980 carryover has been calculated.

B. A full 25% of the receipts will be returned to the States in accordance with Section 401 (b) (1) of FLPMA.

/ 8200 - RANGE IMPROVEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base.....	$ 6
B.	Adjustments.....	None
C.	FY 1981 AWP Cost Target.....	$ 6

II. Component Specifics: None

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base.....	$ 40
B.	Adjustments.....	None
C.	FY 1981 AWP Cost Target.....	$ 40

II. Component Specifics:

A. Your cost target of $40 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

DATE: 8/21/80

STATE: ARIZONA

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $1,217

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	1900	1900	1900	1900		2500	2500	2500	2000	2000	2000	2400	2300	2300	2200	2200	2200	2100	2000	2100
FY 1981 BASE	138	22	53			98	365	146	288	854	124	40	84	1001	105	535	105	718	250	162
ONE-TIME ADJUST.	+ 20	+ 9											+201	1221	+ 90			+550	+1000	
BASE ADJUSTMENT			+ 2					+ 8							+ 4	-375	+153		+150	
FY 81 AWP COST TARGET	158	31	55			98	365	154	288	854	124	40	285	2222	199	160	258	1268	1400	162

DATE: 8/21/80

STATE: ARIZONA

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2100	2900	2200	2500		3700	2500														
FY 1981 BASE	386	105	169	70		40	1729	36		70	53	36	380	130	372	6					40
ONE-TIME ADJUST.	+164														+300						
BASE ADJUSTMENT		+ 10	+ 11																		
FY 81 AWP COST TARGET	550	115	180	70		40	1729	36		70	53	36	380	130	672	6					40

019

DATE: 8/21/80

STATE: ARIZONA

SUBJECT: FY 1981 COST TARGET CONTROLS

	6110	6120	6130	6140	6210	6220	6230	6310	6320	6330	6340	6350	6360	6410	6420	6520	6800			
AVG. W.M. COST																				
FY 1981 BASE			30																	
ONE-TIME ADJUST.																				
BASE ADJUSTMENT																				
FY 81 AWP COST TARGET			30																	

C20

CALIFORNIA - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is 489.

BLM	471
YACC	18
Total	489

Your YACC T/O is tentative pending final determination of the program for FY 1981.

- Your FTP FY 1981 T/O includes a tentative position adjustment which reflects a net decrease in your total TO and base funding. These positions are allocated as follows:

Program	Positions
Forestry	- 7
Wild Horse & Burro Management	+ 1
Soil, Water and Air Management	+ 2
Total	- 4

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 293. This includes an increase of 20 positions over last year's EOY ceiling. These positions are funded in your one-time increase and are not to be WAE's. These positions are to be used in the rangeland management program for on-the-ground implementation work. Of the total increase of 20 positions, one position is specifically designated to provide support to the wild horse and burro program.

- See General Directives for instruction concerning organization and manpower.

/ CALIFORNIA DESERT CONSERVATION AREA (CDCA) /

The enclosed subactivity directives do not indicate specific cost target levels for the CDCA. Please submit a "cross-cut" analysis which summarizes your CDCA funding levels in all subactivities. You may develop the most appropriate format; however, it must show work-months, procurement, equipment, travel ceiling, and direct cost by subactivity and total. Also, show a breakdown between the Desert Plan/EIS and general management.

/ INVENTORY/PLANNING/ENVIRONMENTAL SCHEDULE /

The following schedule summarizes your priority inventory, planning, and environmental commitments for FY 1981 through FY 1985. Your AWP should be developed to meet these assigned schedules.

CALIFORNIA - INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Bakersfield	Caliente	So. Sierra Foothills / Grazing	Inv. (Complete)	URA-MFP (Complete)	E.I.S. (Complete)	--	--
	Caliente	Coast Valley / Grazing	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
	Bishop	Benton-Owens Valley / Grazing	E.I.S. (Complete)	--	--	--	--
	Bishop	Bodie-Colville. / Grazing	E.I.S. (Complete	--	--	--	--
Susanville	Pit River	Pit River / Grazing	RMP-Inv. (Complete)	RMP	RMP (Complete)	--	--
	Eagle Lake	Oil-Neva / Grazing	E.I.S. (Complete)	--	--	--	--
	Eagle Lake	Willow Creek / Grazing	URA-MFP (Complete)	E.I.S. (Complete)	--	--	--
	Eagle Lake	Honey Lake - Beckworth / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
Redding	Siskiyou	Mt. Dome / Grazing	E.I.S. (Complete)	--	--	--	--
	Siskiyou	Redding / Grazing	Inv. (Complete)	URA-MFP (Complete)	E.I.S. (Complete)	--	--
	Four Rivers	Redding / Grazing	Inv. (Complete	URA-MFP (Complete)	E.I.S. (Complete)		

California - INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Redding	Ishi	Redding / Grazing	Inv. (Complete)	URA-MFP (Complete)	EIS (Complete)	--	--
Folsom	Mother Lode	Sierra / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	Bay Sierra	Sierra / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	Diablo	Coast / Grazing	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
Ukiah	Clear Lake	Tokayo / Grazing	Inv. (Complete)	URA-MFP (Complete)	EIS (Complete)	--	--
	District-wide	Yokayo / Timber-SYU #13	EIS (Complete)	--	--	--	--
Riverside	El Centro	Ohay / Grazing	Inv. (Complete)	URA-MFP (Complete)	EIS (Complete)	--	--

CALIFORNIA

/ EVALUATION /

Plan for necessary support from April 6-17, 1981 for Cultural Resources Evaluation team.

/ PROCUREMENT PLANNING /

I. Ken Alexander is to plan one (1) work month and two (2) trips of one week each to the HQ and SC in support of the Word Processing System Procurement WAR.

II. Submit to HQ (850) by October 15, 1980 an implementation plan for the NARS word processing study report. Equipment lease decisions should be incorporated into the procurement plan, and a request for procurement approval forwarded to HQ (854) as soon as possible.

/ CONSTRUCTION & MAINTENANCE ASSISTANCE SCHEDULED (D-420) /

SC will provide an A&E review and construction inspection review for the Yuha Way Station.

/ 2110 - BUILDING CONSTRUCTION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 36
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 36

II. Component Specifics:

A. Funds are to be used to complete funding for the Surprise RAH Warehouse.

/ 2130 - TRANSPORTATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 74
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 74

II. Component Specifics:

A. Funds to be used for construction of four miles of the Pacific Crest Trail.

CALIFORNIA

/ 2140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 210
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 210

II. Component Specifics:

A. Instruction Memo 80-500, FY 1980 Mid-Year Review Feedback identified a $2 increase in your FY 1980 procurement plan for preliminary acquisition work in connection with 3 inundation easements (Susanville District Office). Continue with the purchase of these easements in FY 1981.

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 70
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 70

II. Component Specifics: None

/ 2220 - RECREATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 596
B. Adjustments ..... None
C. FY 1981 AWP Cost Target..... $ 596

II. Component Specifics: None

/ 2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 204
B. Adjustments ..... None
C. FY 1981 AWP Cost Target..... $ 204

II. Component Specifics: None

CALIFORNIA

/ 4111 - OIL AND GAS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 343
B. Adjustments
1. Base increase for area-wide environmental assessments..... + 40
C. FY 1981 AWP Cost Target..... $ 383

II. Component Specifics:

A. Initiate area-wide environmental assessments where leasing blocks exist while maintaining current leasing levels. Begin processing applications in the East Border Area and issue leases in areas identified in the CDCA Plan as not having highly sensitive resources.

B. Initiate field specific reclamation plans in active areas where production continues to decline.

C. Defer intensive resource inventories until post-lease plans of development are received.

/ 4113 - GEOTHERMAL /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 406
B. Adjustments
1. Base increase for WM cost..... + 41
C. FY 1981 AWP Cost Target..... $ 447

II. Component Specifics:

A. Geologists may be detailed to keep environmental assessments on schedule. Geologists should not be used as environmental assessment team-leaders while the shortage of geologists exist.

B. You are strongly encouraged to use phased environmental assessment (as described in I.M. 80-198) where necessary to expedite application processing. Phased inventory should also be used where lengthy delays would otherwise be encountered. Rely to a greater extent upon standard lease terms, GRO orders, and existing regulations.

C. Roger Haskins, Ron Smith, and one representative of the Ukiah District should plan to participate in a week-long inter-agency planning and coordination workshop to be held in the USGS Geothermal Supervisor's Office in Palo Alto.

D. Expedite review of all KGRA's placing particular emphasis on those prioritized by the California Energy Commission.

E. Submit a quarterly status report identifying problems encountered in expediting both competitive and noncompetitive leasing.

/ 4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 132
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 132

II. Component Specifics: None

/ 4132 - MINING LAW ADMINISTRATION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 240
B.	Adjustments	None
c.	FY 1981 AWP Cost Target	$ 240

II. Component Specifics:

A. Herman Lyttge is to plan on participating in a two week detail to the HQ to assist in the development of a manual section for the 43 CFR 3833 regulations. The date will be announced later. Travel and per diem will be paid by HQ (520).

/ 4133 - MINERAL LEASING /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 78
B.	Adjustments	
	1. Base increase for work month costs	+ 4
C.	FY 1981 AWP Cost Target	$ 82

II. Component Specifics:

A. Complete processing and issue 11 sodium lease renewals and 6 potassium lease readjustments.

/ 4211 - ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 289
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 289

II. Component Specifics: None

/ 4212 - NON-ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 535
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 535

II. Component Specifics:

A. Analyze the pending proposal to lease lands to the private sector in the Desert Center Area for the cultivation of jojoba - an arid land species. Because of the intense public interest in this issue, prepare an analysis considering the initiation of processing actin on this lease application.

/ 4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 332
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 332

II. Component Specifics:

A. Funding is not available to comply with your request of 7/7/80 for additional manpower and dollars. A reply to your memo is forthcoming.

/ 4310 - TIMBER MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 1,058
B.	Adjustments - Base Decrease	- 390
C.	FY 1981 AWP Cost Target	$ 668

CALIFORNIA

II. Component Specifics:

A. Previous funding levels constituted full funding for a planned sustained harvest of 50 MMBF. Full program implementation was constrained by timber EA/EIS preparation. The EA/EIS preparation is now essentially completed, and indicates a sustained harvest level of 25 MMBF. Therefore, your base cost target is adjusted downward from FY 1980 levels to reflect your decreased timber management program.

B. Plan to send one trainee to the CEFES program.

C. Plan for a two week detail of Hal Westover to HQ (230) to assist in preparation of BLM Manual Sections 5100 and 5200 (Forest Management Planning and Forest Inventory); coordinate with HQ (230) for exact details.

/ 4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base	$	271
B. Adjustments		
1. Base increase	+	24
2. One-time increase	+	145
C. FY 1981 AWP Cost Target	$	440

II. Component Specifics:

A. Base increase is to provide support for one permanent full time position to be used in the CSO in accordance with your FY 1981 PAWP request.
B. Remove and adopt 650 horses within your jurisdiction.
C. Remove 650 burros and adopt 350 burros within your jurisdiction.
D. Devleop and implement one Herd Management Area Plan.
E. Your other-than-permanent position ceiling has been increased one position to provide support to the wild horse and burro program.

/ 4322 - GRAZING MANAGEMENT (Component 44) /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 712
B.	Adjustments	
	1. One-time increase for Inventory	+ 398
	2. One-time increase for Implementation	+ 400
c.	FY 1981 AWP Cost Target	$ 1,510

II. Component Specifics:

A. Your one-time inventory funding is for: (Acres and dollars in thousands)

Bodie-Coleville	250 A @ .02	=	$ 5
South Sierra Foothills	133 A @ .36	=	48
Yakoya	412 A @ .14	=	60
Alturns	401 A @ .23	=	92
Redding	311 A @ .30	=	93
Coast	266 A @ .17	=	46
Honey Lake-Beckworth	56 A @ .30	=	17
Coast Valley	123 A @ .30	=	37
			$398

B. The one-time implementation increase ($400) is for implementation efforts within the Tuledad-Home Camp and Cowhead - Massacre EIS areas. Other implementation work identified in your PAWP submission should be second priority.

/ 4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base (CRM $377/NHRM $15)	$ 392
B.	Adjustments	
	1. Cultural Resource	
	a. One-time increase for Last Chance Canyon protection project	+ 26
	b. One-time increase for Panamint City protection project	+ 22
	2. Natural History	
	a. Base increase to complete high priority NHRM work	+ 15
C.	FY 1981 AWP Cost Target	$ 455

II. Component Specifics:

A. Natural History Resource Management (47) - Assess damage and threats to Trona Pinnacles and Cinder Cone National Natural Landmarks, and prepare proposal for Headquarters by the end of January 1981, outlining protection measures or other recommended action.

CALIFORNIA

/ 4332 - WILDERNESS PROGRAMS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base.....	$ 373
B.	Adjustments:	
	1. Base decrease to adjust for WSA planning amendments	- 206
C.	FY 1981 AWP Cost Target.....	$ 167

II. Component Specifics:

A. ISA's

1. By April 15, submit 35 copies of the proposed final study report for Bitterbrush ISA to HQ (430). Be prepared to respond to changes in the report as required during the administrative review process. Be prepared to print and distribute the final study report when approved.

(Should the protested contiguous lands become a WSA, disregard above and submit a schedule for studying and reporting Bitterbrush to HQ (430) by April 15.)

/ 4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base (Recreation.Management $1,586 and VRM $22).....	$ 1,608
B.	Adjustments.....	None
C.	FY 1981 AWP Cost Target.....	$ 1,608

II. Component Specifics:

A. Visual Resource Management (VRM)

1. Complete, during FY 1981, proposed oil, gas, and coal stipulations for VRM purposes. State Landscape Architect Alex Young should provide the lead on this task and plan for one work month. Rick Metzinger should also assist for one work month. Young will also receive assistance from HQ program leader, Robert Ross; Mark Davis, Boise D.O.; Susan Morris, Craig D.O.; and Bob Talley, Moab D.O.. Reed Stalder, Utah State Landscape Architect will also assist. This task force is scheduled to meet in Sacramento, California in late winter or early spring to begin work. Mr. Young will provide pre-work assignments. Mr. Young should seek approximately one work month assistance from Minerals staff person in the California S.O. to provide necessary technical review and comment.

2. Carl Zulick should plan on 2 work months to assist the Oregon S.O. Task Force, under the leadership of Ron Russell, which will deal with the visual impacts of timber harvesting activities on O&C Lands.

3. John Foster should plan on one work month to assist with the planning and presentation of the Computer Graphics training scheduled for Denver November 17-21, 1980. One pre-session coordination meeting will be required in Denver and is tentatively scheduled for October.

B. Recreation Management (Components 49, 50 and 51)

1. Complete ORV designation work as follows:

Bishop	Benton/Owens Valley	600,000 acres	Phases 4,5, 6 & 7
Bishop	Bodie/Coleville	251,000 acres	Phases 1,2,3, 4,5,6, & 7
Eagle Lake	Cal/Nev	642,000 acres	Phases 1 & 2
	Willow Creek	299,000 acres	Phase 1
Alturas	Alturas RMP	401,000 acres	Phase 1
Siskiyou	Mt. Dome	42,000 acres	Phases 2,3,4 5,6, & 7
Redding RMP		236,000 acres	Phase 1
N. Motherlode	Yuba/Nev, placer/ El Dorado	85,000 acres	Phases 1,2,3, 4,5,6, & 7
Bay/Sierra	Tuolme/Mariposa/ Almador/Calaveras	210,000 acres	Phases 1,2,3 4,5,6, & 7
Mendocino	Cow Mountain	55,000 acres	Phases 1,2,3, 4,5,6, & 7
CDCA District		2,000,000 acres	Phase 7

CALIFORNIA

/ 4340 - SOIL, WATER AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 900
B.	Adjustments:	
	1. One-time increase	+ 712
C.	FY 1981 AWP Cost Target	$ 1,612

II. Component Specifics:

A. Water (52): $700

1. Water use and water rights $300.
2. Continue support of the 208 program $300.
3. Inventory and analysis of chemical disposal sites $100.
4. Two new permanent full-time positions are provided for the water use inventory program.

B. Soil (53): $582

1. ORV soils study $5

C. Air (54): $100

1. Continue visibility monitoring $70
2. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center, three participants allocated; submit names of nominees to HQ (202).
3. Coordinate Bureau position on air quality related values, conduct interagency workshop/meetings with other Federal land managers and EPA $2
4. Acid rain monitoring program $10.

D. Earth Science (59): $30

1. Continue paleontological inventories

E. Endangered Resource Protection (58): $200

1. Threatened and endangered plants $200

CALIFORNIA

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 500
B.	Adjustments	
	1. Base increase for HMP preparation	+ 100
	2. One-time increases for:	
	a. Resource inventory	+ 330
	b. Habitat development	+ 270
	c. T/E animals	+ 100
C.	FY 1981 AWP Cost Target	$ 1,300

II. Component Specifics:

A. Continue desert tortoise habitat protection and studies;
B. Use $220 to continue habitat development within 8 HMP areas and $50 for stream improvement in the King Range NCA;
C. Continue the statewide nongame and T/E programs;
D. Continue Mono Lake habitat protection efforts, including completion of management plan and cooperative research;
E. Continue Tule elk interagency management efforts, including preparation of the annual report to Congress for submission to HQ by January 5, 1981; and
F. Your T/E plant cost target is $200 chargeable to 4340.

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 1,135
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 1,135

II. Component Specifics:

A. Plan to participate in the following:
   1. NWCG Prevention Working Team
   2. Fire Prevention Manual update task force (if required)

B. Implement the Normal Fire Year Plan with emphasis on the Initial Attack program.

C. Submit force account vs. contract study to Headquarters Office.

D. Plan to participate in S-440 Plans Chief Development (.5 WM).

CALIFORNIA

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 776
B.	Adjustments	
	1. One-time increase	+ 462
C.	FY 1981 AWP Cost Target	$ 1,238

II. Component Specifics:

A. The California Desert Conservation Area Plan requires the District Manager to design and implement (within two years of the final adoption of the plan) a monitoring program to measure the plan's effectiveness and need for subsequent amendment or revision.

Therefore, the State Director will begin development of such a program, in accordance with the terms of the approved and adopted plan.

The State Director shall report semi-annually to the Director (202) on the status of this program.

B. The one-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 297
B.	Adjustments:	
	1. Base increase - Maintenance for Level 6	+ 10
C.	FY 1981 AWP Cost Target	$ 307

II. Component Specifics:

A. Site preparation funding is not included in your cost target.

CALIFORNIA

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 1,509
B.	Adjustments	
	1. Base decrease for surveys	- 9
C.	FY 1981 AWP Cost Target	$ 1,500

II. Component Specifics:

A. Concentrate new survey starts in Northern California areas where many fraudulent contract surveys exist.

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 90
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 90

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, state, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conference.

D. Within available funding, consider establishing one full-time EEO counselor.

CALIFORNIA

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 158
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 158

II. Component Specifics:

A. Allocate $59 for existing cooperative agreements with local law enforcement agencies; $99 for WM capability.

B. Additional WM requirements (non-criminal) must be funded from benefiting subactivity.

C. Arizona has been directed to arrange an interagency law enforcement/investigator meeting concerning the theft and destruction of cultural resources (BLM Special Agents from New Mexico, California, Nevada, Utah and Colorado should be invited as well as representatives from other agencies.

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 3,121
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 3,121

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $11,787. 25% of this total would generate a 4800 base of $2,947. Provide an analysis of the advantages/disadvantages of this method of determining 4800 base cost targets.

B. A HQ team will conduct a Communications Technical Service Review of your State, plan 1/2 work month for your Telecommunications Coordinator and time for other personnel of your option.

CALIFORNIA

/ 8100 - RANGE IMPROVEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (25% of total FY 1980 receipts)..... $ 210
B. Adjustments
1. One-time add-on for AMP Implementation
a. Tuledad-Home Camp EIS Area..... + 200
C. FY 1981 AWP Cost Target..... $ 410

II. Component Specifics:

A. The cost target will be adjusted once the actual receipts for FY 1980 are known and the FY 1980 carryover has been calculated.

B. A full 25% of the receipts will be returned to the States in accordance with Section 401(b)(1) of FLPMA.

/ 9400 - LAND AND WATER CONSERVATION FUND /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ -0-
B. Adjustments
1. One-time increase - Susanville to Westwood Trail .. + 405
C. FY 1981 AWP Cost Target..... $ 405

II. Component Specifics:

A. Funds for this project were provided by the House, however the Senate has yet to act on the FY 1981 Budget. Consequently this project may be deleted at the last minute. If funds are provided you will be expected to obligate these funds during FY 1981.

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 51
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 51

II. Component Specifics:

A. Your cost target of $51 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

DATE: 8/21/80

STATE: CALIFORNIA

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $1,808

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	1900		1900			2000	2000	2000	1900	1900	1900	2000	2400	2400	2200	2200	2200	2100	2100	2100
FY 1981 BASE	343		406			132	240	78	289	535	332	1058	271	712	392	373	1608	900	500	1135
ONE-TIME ADJUST.													+145	+798	+ 48			+712	+700	
BASE ADJUSTMENT	+ 40		+ 41					+ 4				-390	+ 24		+ 15	-206			+100	
FY 81 AWP COST TARGET	383		447			132	240	82	289	535	332	668	440	1510	455	167	1608	1612	1300	1135

020

DATE: 8/21/80

STATE: CALIFORNIA

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2200	2000	2000	2700		3300	2700														
FY 1981 BASE	776	297	1509	90		158	3121	36		74	210	70	596	204	210			-0-			51
ONE-TIME ADJUST.	+462														+200			+405			
BASE ADJUSTMENT		+10	- 9																		
FY 81 AWP COST TARGET	1238	307	1500	90		158	3121	36		74	210	70	596	204	410			405			51

COLORADO - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is: 437

BLM	419
YACC	18
Total	437

- Your YACC T/O is tentative pending final determination of the program for FY 1981.

- Your FTP FY 1981 T/O includes a tentative increase of 11 positions which are funded in your base. These positions are allocated for the following programs:

Program	Positions
Coal	+ 4
Wildlife Habitat Management	+ 1
Soil, Water and Air Management	+ 1
Cadastral Survey	+ 5
Total	+ 11

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 190. This includes an increase of 23 positions over last years EOY ceiling. These positions are funded in your one-time increase and are not to be WAE's. These positions are to be used in the rangeland management program for on-the-ground implementation work. Of the total increase of 23 positions, one position is specifically designated to provide support to the wild horse and burro program.

- See General Directives for instruction concerning organization and manpower.

/ INVENTORY/PLANNING/ENVIRONMENTAL SCHEDULE /

The following schedule summarizes your priority inventory, planning, and environmental commitments for FY 1981 through FY 1985. Your AWP should be developed to meet these assigned schedules.

COLORADO - INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Craig	White River	White River / Coal/Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	EIS (Complete)	--	--
	Kremmling	Kremmling / Grazing	RMP	RMP	RMP (Complete)	--	--
	Little Snake	Little Snake / Grazing/Wilderness	RMP-Inv. (Initiate)	RMP-Inv.	RMP-Inv. (Complete)	RMP	RMP (Complete)
Montrose	San Juan	San Juan / Grazing/Coal	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
	Uncompahgre	Uncompahgre / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP
	Uncompahgre	North Fork / Coal	MFP Amend. (Initiate)	MFP Amend. (Complete)	EIS (Complete)	--	--
Canon City	Northeast	Northeast / Coal	RMP-Inv. (Complete)	RMP	RMP	RMP (Complete)	--
Grand Jct.	Grand Jct.	Glenwood Springs / Grazing	RMP	RMP (Complete)	--	--	--
Montrose	Gunnison Basin	Gunnison Basin / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--
	Gunnison Basin	American Flats / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--

002

COLORADO

/ EVALUATION /

Plan to support the HQ conducted Resources Evaluation scheduled for May 18-29, 1981. The team will visit the Craig and Grand Junction District Offices.

/ PROCUREMENT PLANNING /

Jim Boxburger is to plan (1) work-month in support of the Word Processing System Procurement WAR.

/ CONSTRUCTION & MAINTENANCE ASSISTANCE SCHEDULED (D-420) /

In FY 1981, the SC plans to assist you with the projects listed below and shown in the General Directive. You will be contacted relative to scheduling and information to be submitted to them so that assistance can be provided.

Activity	Project Name	Remarks
2110		Miscellaneous review of designs by S.O. & D.O.'s
2110	San Juan RAH Buildings	Location analysis & facility site study
2110	Craig D.O., Off. Expans.	Siting of off. building addition

/ 2140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $151
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $151

II. Component Specifics:

A. Continue to give priority to those remaining easements identified at the Congressional budget hearing as acquisitions for FY 80 (refer to FY 80 AWP directives) including those easements identified as substitutions for several of the "add-on" easements for FY 80.

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 56
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 56

II. Component Specifics: None

/ 2220 - RECREATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 AWP Base..... $148
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $148

II. Component Specifics: None

/ 2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $200
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $200

II. Component Specifics: None

/ 4111 - OIL AND GAS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $835
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $835

II. Component Specifics: None

COLORADO

/ 4112 - COAL /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,445
B. Adjustments
1. One-time increase for Technical Investigations (EMRIA)..... + 858
2. One-time increase for coal related air quality technical assistance..... + 15
C. FY 1981 AWP Cost Target..... $2,318

II. Component Specifics:

A. Your FY 1981 base cost target includes funding necessary to complete the work identified in the June 1, 1980, "Planning and Budgeting Report" prepared by the Office of Coal Management. The following is a summary of the work load identified in the report for Colorado in FY 1981:

Workload Element	Planned Units or ($000)
Lease Applications	5
PRLA's	14(8) (no. in parenthesis indicates No. of EA's)
MFP Amendments for coal (North Fork and White River)	1.5
Exploration licenses	19
Modifications	5
Readjustments	9
Mining and Reclamation plan reviews	16
Inventories for RMP's and Activity plans	$21
Activity plans (GR-HF)	$54

NOTE: The above dollar figures include 01 Support at 31% as per your PAWP FY 80 cost projection.

B. Analyze your FY 81 coal program workload in accordance with the AWP General Directives and identify additional needs if appropriate. The Office of Coal Management added 31% to the cost computed from the planning and budget paper for your 01 support component.

C. Based on a preliminary analysis of Bureauwide needs for increased positions, CSO should plan to receive 4 new positions. You should include them in your AWP workload projections and identify the work to be accomplished with the additional positions. See the General Directives concerning the new positions to be distributed in FY 1981.

D. See the 4112 subactivity General Directives for information concerning technical investigations to be conducted in FY 1981. Technical investigations will be funded by a one-time increase in FY 1981.

E. Plan to conduct the following air quality work in FY 1981 to be funded as a one-time increase.

1. Plan to provide 1 WM of technical assistance to the Washington Office for the development of air quality component contracts for coal management and related activities.

2. Plan to provide 1 WM for technical assistance to the Washington Office to determine how the land-use planning system can be used to identify air quality constraints on coal leasing activities.

3. Your one-time increase for air quality assistance also includes $10 to be contributed toward a contract for data analysis of coal strip mine air quality emissions.

For more information concerning work to be performed under this one-time increase, contact Stan Coloff, Air Quality Specialist in the Washington Planning Office (FTS phone 343-7417).

F. For purposes of projecting your workload in the Green River-Hams Fork Coal Region, assume that Colorado will have the lead for activity planning.

G. In light of the proposed increase in the Department of Energy preliminary production goal for the Uinta SW Utah Region, you are to submit a brief statement indicating your alternatives to existing schedules for increasing proportionally, the amount of Colorado Federl coal to be made available for the FY 84 sale. Provide a rough estimate of increased WM's and funds for each alternative. If you feel sufficient coal would be available using existing schedules, so state and provide the backup information.

/ 4113 - GEOTHERMAL /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$77
B.	Adjustments	
	1. Base increase for WM costs	+ 4
C.	FY 1981 AWP Cost Target	$81

II. Component Specifics:

A. Your cost target includes $45 for Uranium.

/ 4114 - OIL SHALE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $48
B. Adjustments
1. Base increase for WM costs..... + 3
C. FY 1981 AWP Cost Target..... $51

II. Component Specifics:

A. The Under-Secretary's decision will require amending existing MFPs to permit consideration of additional prototype leasing and the preparation of an environmental statement for a permanent leasing program. Cost target adjustments will be made after the necessary funding is approved by Congress. Program guidance will be forthcoming in an Instruction memo.

/ 4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $80
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $80

II. Component Specifics: None

/ 4132 - MINING LAW ADMINISTRATION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $280
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $280

II. Component Specifics: None

/ 4133 - MINERAL LEASING /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $22
B. Adjustments
1. Base increase for WM costs..... + 1
C. FY 1981 AWP Cost Target..... $23

II. Component Specifics: None

/ 4211 - ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$760
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$760

II. Component Specifics: None

/ 4212 - NON-ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$771
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$771

II. Component Specifics: None

/ 4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$124
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$124

II. Component Specifics:

A. Evaluate the number of reviews you indicated would be completed (156) in FY 1981. Your previously submitted schedule is for 30 reviews.

/ 4310 - FOREST MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$730
B.	Adjustments	- 10
C.	FY 1981 AWP Cost Target	$720

II. Component Specifics:

A. Funding is not available for additional work-months and land treatment contracts. Meet your sustained harvest level indicated in general program directives. Authorization for fuelwood and other forest products should be secondary priority.

COLORADO

/ 4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 75
B. Adjustments
1. One-time increase..... + 45
C. FY 1981 AWP Cost Target..... $120

II. Component Specifics:

A. Remove 250 excess wild horses from within your jurisdiction.
B. Adopt 500 excess animals through the Front Range satellite center (Denver).
C. Your other-than-permanent position ceiling has been increased one position to provide support to the wild horse and burro program.

/ 4322 - GRAZING MANAGEMENT (COMPONENT 44) /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,699
B. Adjustments
1. One-time increase for Inventory..... + 272
2. One-time increase for Implementation..... +1,400
C. FY 1981 AWP Cost Target..... +3,371

II. Component Specifics:

A. Your one-time inventory funding is for: (Acres and Dollars in Thousands)

Kremmling	- 677 A @.05	=	$ 33
San Juan/San Miguel	- 516 A @.35	=	181
Little Snake*	- 581 A @.10	=	58
			$ 272

B. The one-time implementation increase ($1,400) is for implementation efforts within the Grand Junction, Uncomphagre, San Luis EIS areas. This includes some survey and design for projects within White River, Gunnison and Royal Gorge EIS areas.

* Your total soil inventory for this effort will be funded from 4340.

/ 4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (CRM $333/NHRM $0)..... $333
B. Adjustments
1. Cultural:
a. One-time increase for Lowry Ruin National Historic Landmark Stabilization..... + 43
b. One-time increase for Lowry Kiva Painting Replication..... + 15
c. One-time increase for Patrol Surveillance for Montrose District..... + 28
2. Natural History:
a. Base increase to complete high priority NHRM work..... + 5
b. One-time increase for Protection of Critical Natural History Resources..... + 10
C. FY 1981 AWP Cost Target..... $434

II. Component Specifics:

A. Cultural Resource Management (45) - Plan 1 WM participation in a workgroup to prepare a management study of the Anasazi Culture in the Four Corners Area. $196 of your base is for management and protection, including curation and conservation, of artifacts (Dolores Project) in the Sacred Mtn. Planning Unit (the proposed NCA).

B. Natural History Resource Management (47) - One-time increase for protection of critical natural history resources ($10) is for use supervision at Slumgullion Earthflow National Natural Landmark and Fruita Fossil Site.

/ 4332 - WILDERNESS PROGRAMS /

I. Cost Target Adjustments ($000)

A. FY 1981 Base..... $446
B. Adjustments
1. Base decrease to adjust for WSA planning amendments..... - 46
C. FY 1981 AWP Cost Target..... $400

II. Component Specifics:

A. ISA's. By February 15, 1981 for the Powderhorn and by April 15 for Rare Lizard and Snake, submit 35 copies each of the proposed final study reports and proposed FEIS's to WO (430). Be prepared to respond to changes in the report as required during the administrative review process. Be prepared to print and distribute the FEIS's and study reports when approved.

B. Study. Initiate wilderness planning amendments for Gunnison Basin, American Flats, and White River MFP's. Two of these amendments will be charged to wilderness (4332) and one to planning (4410); identify in your AWP narrative which amendments will be charged to which subactivity.

C. Management. H. Belisle and J. Sering should plan to participate in a work group on finalizing draft wilderness management policy guidelines and preparing package for public comment period (1 wm).

/ 4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (Recreation Management $26/Visual Resource Management $18)..... $ 44

B. Adjustments

1. Base increase to complete priority recreation work..... +104

C. FY 1981 AWP Cost Target..... $148

II. Component Specifics:

A. Visual Resource Management (VRM)

1. Rob Cleary, Grand Junction D.O. and Sue Morris, Craig D.O. should each plan one work-month to assist with the development of the oil, gas, and coal stipulations for VRM. This task force will meet in Sacramento, California, for 1 week in late winter or early spring.

2. One work-month of time should be planned for vice J. Sterzer position to assist with the VRM training to be held in Denver in late spring. This includes preparation and presentation time.

B. Recreation Management (Comp. 49, 50 and 51)

1. Complete ORV designation work as follows:

Little Snake	1,326,000 acres	Phase 1
Kremmling	476,000 "	Phase 1
San Juan	656,000 "	Phase 1
Gunnison	633,000 "	Phases 5, 6, & 7
Northeast	114,000 "	Phase 1
Royal Gorge	477,000 "	Phase 7
Trickle Mtn./ Mt. Maestas	58,000 "	Phase 7
Glenwood Springs	630,000 "	Phase 1

COLORADO

/ 4340 - SOIL, WATER AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,000
B. Adjustments
1. One-time increase..... + 768
C. FY 1981 AWP Cost Target..... $1,768

II. Component Specifics:

A. Water (52): $1,150

1. Water use inventories and water rights $570
2. Badger Creek study $60
3. Indian Wash erosion control structures maintenance $40
4. One new permanent full-time position is provided for water use inventory program.

B. Soil (53): $518

1. Meeker Environmental Plan Center $30
2. Administration of soil program and soil inventories for grazing ES $488

C. Air (54): $75

1. Continue acid rain monitoring and conduct climate and air quality inventory $40
2. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center, three participants allocated; submit names of nominees to WO 202
3. Continue visibility monitoring, upgrade instrumentation $10

D. Earth Science (59): $25

1. Continue paleontological inventories

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 500
B. Adjustments
1. Base increase for:

Habitat development and related position..... + 100

2. One-time increases for:

a. Resource inventory..... + 160
b. Habitat development..... + 400
c. Peregrine falcon propagation..... + 25
d. Other T/E species..... + 115
C. FY 1981 AWP Cost Target..... $1,300

II. Component Specifics:

A. Use $500 and the added permenent position for habitat development in 10 HMPs and 3 other critical areas, including development work for Riverside Reservoir foregone in FY 1980;
B. Continue peregrine falcon propagation program with a $25 one-time increase. Work with the Idaho State Office in developing the program;
C. Complete the bald eagle inventory project. Nancy Green will finish her Colorado-related work by January 1 and then compile Bureauwide bald eagle information until May 1. The WO-240 will cover Ms. Green's travel costs to the wildlife workshop.

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $200
B. Adjustments
1. Base increase for NFYP..... + 40
C. FY 1981 AWP Cost Target..... $240

II. Component Specifics:

A. Plan to participate in the Normal Unit Strength Task Force.

B. Implement the NFYP to the extent possible with funds available. Place emphasis on the Initial Attack program.

C. Plan a Washington Office detail for Manual revisions (.5 W/M's).

D. Submit a report on the effectiveness of the helitack operation at the Western Slope Fire Office during the 1980 fire season.

E. Submit a complete Delegation of Authority for the Western Slope Fire Operations Office.

COLORADO

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $509
B. Adjustments
1. One-time increase..... +464
C. FY 1981 AWP Cost Target..... $973

II. Component Specifics:

A. One-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

B. Plan to charge one MFP wilderness amendment and associated environmental analysis to the 4410 subactivity.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $146
B. Adjustments
1. Base increase as follows..... + 10
Maintenance for Level 6
C. FY 1981 AWP Cost Target..... $156

II. Component Specifics:

A. Site preparation funding is not included in your cost target.

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,619
B. Adjustments
1. Base increase for surveys..... + 52
C. FY 1981 Final Cost Target..... $1,671

II. Component Specifics:

A. Front Range surveys begun in FY 1979 should be continued with 4500 funds at least equal to the F.S. input which will be $150 in FY 1981.

B. Identified areas of alleged trespass should receive first priority for new surveys on a township basis. Coordination with Lands is essential and should include evaluation work sheets identified in the 1977 Technical Service Evaluation.

C. An intensive effort must be given to staffing the office section in order to reduce the backlog of completed field work not yet submitted to D-401 for final review and approval.

D. Program continued technology implementatin on the three cadastral survey Colorado test projects per Departmental Manual.

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $73
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $73

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, state, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conferences.

D. Within available funding, consider establishing one full-time EEO counselor.

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $116
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $116

II. Component Specifics:

A. Allocate $5 for existing cooperative agreements with local law enforcement agencies; $111 for W/M capability.

B. Additional W/M requirements (non-criminal) must be funded from benefiting subactivity.

C. Arrange interagency meeting of investigation/enforcement personnel regarding oil and gas frauds (BLM Agents from Wyoming, Montana, Utah, New Mexico, and the Eastern States Office should be invited, as well as representatives from other agencies). The specific directives to the above 5 States do not include this information. You should contact them directly as soon as possible.

D. Arizona has been directed to arrange an interagency law enforcement/ investigator meeting concerning the theft and destruction of cultural resources (BLM Special Agents from New Mexico, California, Nevada, Utah, and Colorado should be invited as well as representatives from other agencies).

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $2,121
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $2,121

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $12,249. 25% of this total would generate a 4800 base of $3,062. Provide an analysis of the advantages/ disadvantages of this method of determining 4800 base cost targets.

B. A HQ Team will conduct a follow-up of the Communications Technical Service Review of your State, plan for 1/4 work for your Telecommunications Coordinator and time for other personnel of your option.

COLORADO

/ 8100 - RANGE IMPROVEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (25% of Total FY 1980 receipts)..... $224
B. Adjustments
1. One-time add-on for AMP Implementation
a. San Luis, Uncompahare and Grand Junction EIS Areas..... +200
C. FY 1981 AWP Cost Target..... $424

II. Component Specifics:

A. The cost target will be adjusted once the actual receipts for FY 1980 are known and the FY 1980 carryover has been calculated.

B. A full 25% of the receipts will be returned to the States in accordance with Section 401(b)(1) of FLPMA.

/ 8200 - RANGE IMPROVEMENTS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $10
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $10

II. Component Specifics: None

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $200
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $200

II. Component Specifics:

A. Your cost target of $200 includes $150 for forest boundary surveys along the Front Range. The other $50 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

DATE: 8/21/80

STATE: COLORADO

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $1,413

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	2000	2000	2000	2000		2300	2300	2300	1900	1900	1900	1900	2100	2100	2200	2200	2200	2100	2200	2300
FY 1981 BASE	835	1445	77	48		80	280	22	760	771	124	730	75	1699	333	446	44	1000	500	200
ONE-TIME ADJUST.		+873											+ 45	+1672	+ 96			+768	+700	
BASE ADJUSTMENT			+ 4	+ 3				+ 1				- 10			+ 5	-46	+104		+100	+ 40
FY 81 AWP COST TARGET	835	2318	81	51		80	280	23	760	771	124	720	120	3371	434	400	148	1768	1300	240

DATE: 8/21/80

STATE: COLORADO

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2200	2500	2100	2600		4100	2600														
FY 1981 BASE	509	146	1619	73		116	2121				151	56	148	200	224	10					200
ONE-TIME ADJUST.	+464														+200						
BASE ADJUSTMENT		+ 10	+ 52																		
FY 81 AWP COST TARGET	973	156	1671	73		116	2121				151	56	148	200	424	10					200

C19

IDAHO - SPECIFIC DIRECTIVES

TABLE OF ORGANIZATION

- Your FTP T/O for FY 1981 is: 288

BLM	266
YACC	22
Total	288

Your YACC T/O is tentative pending final determination of the program for FY 1981.

- Your FTP FY 1981 T/O includes a tentative position adjustment which reflects a net decrease in your total T/O and base funding. These positions are allocated as follows:

Program	Positions
Forestry	- 4
Soil, Water and Air Management	+ 2
Cadastral Survey	+ 1
Total	- 1

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 326. This includes an increase of 10 positions over last years EOY ceiling. These positions are funded in your one-time increase and are not to be WAE's. These positions are to be used in the rangeland management program for on-the-ground implementation work. Of the total increase of 10 positions, 2 positions are specifically designated to provide support to the wild horse and burro program.

- See General Directives for instruction concerning organization and manpower.

/ INVENTORY/PLANNING/ENVIRONMENTAL SCHEDULE /

The following schedule summarizes your priority inventory, planning, and environmental commitments for FY 1981 through FY 1985. Your AWP should be developed to meet these assigned schedules.

IDAHO - INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Salmon	Pahsimcroi	Ellis / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
Salmon-Idaho Falls	Challis-Mackay Big Butte	Big Lost-Mackay / Grazing	Inventory (Complete)	URA-MFP (Complete)	EIS (Complete)	--	--
Salmon	Lemhi	Lemhi / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)
Shoshone	Bennett Hills and Monument	Sun Valley / Grazing	EIS (Complete)	--	--	--	--
	Monument	Monument / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete	RMP	RMP (Complete)
Burley	Magic	Twin Falls / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	Magic and Raft River	Cassia / Grazing	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
Boise	Bruneau	Bruneau-Kuna / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	Jarbridge	Jarbridge / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)
	Cascade	Cascade / Grazing	Pre-Plan Anal. (Initiate)	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP

IDAHO - INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Coeur d Alene	Emerald Empire	Emerald Empire / Timber-SYU #9	EIS (Complete)	--	--	--	--
	Cottonwood	Chief Joseph / Grazing	EIS (Complete)	--	--	--	--
Idaho Falls	Big Butte	Big Desert / Grazing	EIS (Complete)	--	--	--	--
	Medicine Lodge	Medicine Lodge / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)
Salmon	Challis-Mackay	Challis / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--
Burley	Bannock-Oneida	Bannock-Oneida / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--
Boise	Owyhee	Owyhee / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--
Coeur d/Alene	Emerald Empire	Emerald Empire / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--
	Cottonwood	Chief Joseph / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--

IDAHO

/ CONSTRUCTION & MAINTENANCE ASSISTANCE SCHEDULED (D-420) /

In FY 1981, the SC is planning to assist you on the projects listed below and shown in the General Directive. You will be contacted about scheduling and information to be submitted to them so that assistance can be provided. List is enclosed at the end of these specific directives.

/ 2130 - TRANSPORTATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $101
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $101

II. Component Specifics:

A. Funds to be used for construction of multiple-use support roads throughout the State (replacement of Darling Creek bridge and construction of other support roads).

/ 2140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $254
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $254

II. Component Specifics:

A. Birds of Prey (BOP): As requested by the SD a reprogramming of funds from BOP to Beauty Bay is pending. Remaining FY 1980 funds can be carried into FY 1981 (carryover amount to be determined at a later date. BOP funding needs in excess of carryover funds must be provided from your FY 1981 AWP acquisition cost target.

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 86
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 86

II. Component Specifics: None

IDAHO

/ 2220 - RECREATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $198
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $198

II. Component Specifics: None

/ 2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments:

A. FY 1981 Base..... $220
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $220

II. Component Specifics: None

/ 4111 - OIL AND GAS /

I. Cost Target Adjustments:

A. FY 1981 Base..... $113
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $113

II. Component Specifics: None

/ 4112 - COAL /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... 0
B. Adjustments
1. One-time increase for work associated with the Powder River Regional Coal Team Chairmanship..... + 6
C. FY 1981 AWP Cost Target..... $ 6

II. Component Specifics:

A. Indicate any additional needs you may have, with reference to adjudication and processing of the two coal lease applications referred to in your PAWP. Provide a brief description in your AWP, of the circumstances surrounding the applications, including status of land-use planning and compatability of coal leasing with MFP decisions in the areas under application, etc.

B. Plan to prepare a brief report with maps showing the location of the coal areas in your area of administration and an analysis of your coal program workload through FY 1985. Plan to spend one-half WM preparing the report. Further instructions on this item will be provided by HQ-160 at a later date.

C. Your one-time increase is for costs associated with the Powder River Regional Coal Team chairperson responsibilities and the report mentioned in B. above.

/ 4113 - GEOTHERMAL /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $116
B. Adjustments
1. Base increase for WM costs..... + 9
C. FY 1981 AWP Cost Target..... $125

II. Component Specifics:

A. Component (09)
Ted Holland and Bob Randolph should plan to participate in a week-long USGS/BLM planning and coordination workshop. It will be held in the USGS Geothermal Supervisor's Office in Palo Alto.

/ 4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 79
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 79

II. Component Specifics:

A. Tom Woodward is to plan on participating in a one-week detail to assist in the revision o Manual Section 43 CFR 3600 "Mineral Materials." The date will be announced at a later date. Location has been tentatively scheduled for Las Vegas. Travel and per diem will be paid by HQ.

/ 4132 - MINING LAW ADMINISTRATION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 60
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 60

II. Component Specifics: None

IDAHO

/ 4133 - MINERAL LEASING /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 38
B. Adjustments..... + 2
C. FY 1981 AWP Cost Target..... $ 40

II. Component Specifics:

A. Complete processing and issue 45 phosphate lease readjustments.

/ 4211 - ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $233
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $233

II. Component Specifics: None

/ 4212 - NONENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $451
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $451

II. Component Specifics: None

/ 4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $120
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $120

II. Component Specifics: None

IDAHO

/ 4310 - FOREST MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,286
B. Adjustments - Base Decrease..... - 386
C. FY 1981 AWP Cost Target..... $ 900

II. Component Specifics:

A. Previous funding levels constituted full funding for a planned sustained harvest of 35 MMBF. Full program implementation was constrained by timber EA/EIS preparation. The EA/EIS preparation is now essentially completed. Therefore, your base cost target is adjusted downward from FY 80 levels to reflect your decreased timber management program.

B. Plan one (1) staff trip for Joe Zimmer to Headquarters Office to head team on BLM Manual 5400 rewrite.

C. Plan to implement your timber management plan and EIS for SYU #9.

/ 4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 38
B. Adjustments
1. One-time increases..... + 77
C. FY 1981 AWP Cost Target..... $115

II. Component Specifics:

A. Remove and adopt 320 excess wild horses from the Challis Herd Management Area.

B. If funds are available within your program, remove and adopt the 60 horses in the Cascade area.

C. Your other-than-permanent position ceiling has been increased two positions to provide support to the wild horse and burro program.

IDAHO

/ 4322 - GRAZING MANAGEMENT (COMPONENT 44) /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,806
B. Adjustments
1. One-time increase for Inventory..... + 416
2. One-time increase for Implementation..... + 700
C. FY 1981 AWP Cost Target..... $2,922

II. Component Specifics:

A. Your one-time inventory funding is for: (Acres and dollars in Thousands)

Bruneau - Kuna	- 300 A @ .26	=	$ 77
Big Lost-Mackay	- 299 A @ .30	=	90
Raft River	- 498 A @ .26	=	129
Jarbidge	- 800 A @ .10	=	80
Monument	- 400 A @ .10	=	40
			$ 416

B. The one-time implementation increase ($700) is for implementation efforts within the Challis, Shoshone, and Little Lost-Birch Creek in accordance with your PAWP submission.

/ 4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (CRM $113/NHRM $0)..... $113
B. Adjustments
1. Cultural:
a. One-time increase for Statewide patrol and surveillance..... + 24
2. Natural History:
a. Base increase to complete high priority NHRM work..... + 5
C. FY 1981 AWP Cost Target..... $142

II. Component Specifics:

A. Natural History Resource Management (47) - Continue to work on protection of Hagerman Fauna Site National Natural Landmark. Assess remaining damage and threats, and prepare a proposal for HQ by the end of January 1981, outlining protection measures or other recommended action.

/ 4332 - WILDERNESS PROGRAM /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $386
B. Adjustment
1. Base increase for WSA planning amendments..... +289
C. FY 1981 AWP Cost Target..... $675

II. Component Specifics:

A. ISA's. Great Rift Wilderness Proposal -- be prepared to respond to changes in the documents as required during the administrative review process and be prepared to print and distribute the FEIS and study report when approved.

B. Study. Initiate wilderness planning amendments for Challis, Bannock-Oneida, Emerald Empire, Chief Joseph, and Owyhee MFP's. Four amendments will be charged to wilderness (4332) and one to planning (4410); identify in your AWP narrative which amendments will be charged to which subactivity.

/ 4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (Recreation Management $86/Visual Resource Management $24)..... $110
B. Adjustments
1. Base increase to complete priority recreation work..... + 65
C. FY 1981 AWP Cost Target..... $175

II. Component Specifics:

A. Visual Resource Management (VRM)

1. One work-month each should be planned for the vice Kissel position and Mark Davis of the Boise D.O. to assist with the development of the oil, gas, and coal stipulations for VRM. A one-week meeting is scheduled for Sacramento, California, and will take place in late winter or early spring.

2. Plan for one work-month for Sher Bachman-Beller, Landscape Architect, Shoshone D.O., to assist with the development of the VRM training package. This work will include 1 week at Denver Service Center in early calendar year 1981.

B. Recreation Management (Comp. 49, 50 and 51)

1. Complete ORV designation work as follows:

Owyhee		1,200,000	acres	Phases 3, 4, 5, 6, and 7
Bruneau/Kuna		2,516,000	"	Phases 2, 7, 3
Jarbridge		1,621,000	"	Phase 1
Hagerman	(Critical)	3,000	"	Phases 2 & 3
Bruneau Dunes	(Critical)	1,000	"	Phases 2 & 3
Boise Front	(Critical)	10,000	"	Phase 7
Twin Falls		249,000	"	Phase 4
Raft River		498,000	"	Phase 1
Pocatello				Phase 7
St. Anthony 1/	(Critical)	35,000	"	Phases 4 & 5
Big Lost/Mackay		299,000	"	Phase 1
Ellis		374,000	"	Phases 2 & 3
Challis		330,000	"	Phases 4, 5, 6 and 7
Sun Valley		246,000	"	Phases 2, 3, 4, 5 and 6
Devil's Corral 2/	(Critical)	3,000	"	Phase 7
Emerald Empire		160,000	"	Phases 2, 3, 4, 5, 6 and 7

1/ Progress will depend on outcome of wilderness recommendations.
2/ Designation under appeal to IBLA.

/ 4340 - SOIL, WATER AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 648
B. Adjustments
1. One-time increase..... + 500
C. FY 1981 AWP Cost Target..... $1,148

II. Component Specifics:

A. Water (52): $440

1. Water use inventory $150
2. Activity planning and environmental assistance $20
3. Research and studies $20
4. Implementation of Lost River Stabilization $10
5. Water quality monitoring of industrial sites adjacent to the public lands $25
6. Cooperative water quality study of acquatic communities $15
7. Two new permanent full-time positions are provided for water use and water rights programs.

B. Soil (53): $610

1. Universal soil loss equation $10
2. Reynolds Creek participation $80
3. Soil inventories $440
4. Soil administration $80

C. Air (54): $48

1. Continue acid rain, climate and water quality inventory $40
2. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center. Two participants allocated; submit names of nominees to HQ-202

D. Earth Science (59): $50

1. Initiate Hagerman paleontological inventories $10
2. Groundwater investigation in Owyhee Resource Area $40

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 540
B. Adjustments

1. Base increase for:

a. Habitat development..... + 160
b. Birds of Prey Area (Total Birds of Prey Area Management budget is $480; $100 in HQ) + 380

2. One-time increases for:

a. Habitat development..... + 340
b. Resource inventory..... + 200
c. T/E species..... + 80

C. FY 1981 AWP Cost Target..... $1,700

II. Component Specifics:

A. Use $500 for habitat development within 15 HMP areas;

B. Continue management, studies and research for the Birds of Prey Area. The total FY 1981 cost target for BOP is $480, as follows:

Item	Funds ($000s)
Land Acquisition	(See 2140 directives)
Research Contracts	($100)(Funds held in HQ-602)
On-Going Research	200
Inventory	1
Management	
Improvements	19
Maintenance	19
Protection	2
Activity Planning	4
Administrative/Support	110
Survey and Design of Interpretative Center	25
Totals	380 - within Idaho Cost Target
	100 - within HQ-602 Cost Target

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $466
B. Adjustments
1. Base decrease because of Bureauwide ceiling problems..... - 20
C. FY 1981 AWP Cost Target..... $446

II. Component Specifics:

A. Plan to participate on the Normal Unit Strength Task Force.

B. Implement the Normal Fire Year Plan with emphasis on the Initial Attack program.

C. Plan to participate on the Bureau Fire Equipment Committee (November).

D. Plan to participate on the ALDS/RAWS analysis.

E. Submit a copy of the Owyhee Modified Suppression Plan.

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $362
B. Adjustments
1. One-time increase..... +358
C. FY 1981 AWP Cost Target..... $720

II. Component Specifics:

A. One-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

B. Plan to charge one MFP wilderness amendment and associated environmental analysis to the 4410 subactivity.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $102
B. Adjustments
1. Base increase as follows:..... + 10
Maintenance for Level 6
C. FY 1981 AWP Cost Target..... $112

II. Component Specifics:

A. Site preparation funding is not included in your cost target. Acquisition for Level 6 equipment has been made by SC for your State in FY 1980.

B. Approximately six weeks of participation in Telecommunications Service Reviews have been planned for the Idaho SO Communications Specialist. The Office of Information Systems will work with Idaho to develop a travel schedule and secure approval of the required two work-months. Travel will be charged to the HQ (AA-702).

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $380
B. Adjustments
1. Base decrease for surveys..... - 50
C. FY 1981 AWP Cost Target..... $330

II. Component Specifics: None

IDAHO

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $63
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $63

II. Component Specifics:

A. Instructions on developiing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, state, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urgan League, NCIA).

C. Plan for attendance at National EEO Conferences.

D. Within available funding, consider establishing one full-time EEO counselor.

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $53
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $53

II. Component Specifics:

A. Allocate $31 for existing cooperative agreements with local law enforcement agencies; $22 for W/M capability.

B. Additional W/M requirements (non-criminal) must be funded from benefiting subactivity.

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,989
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $1,989

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $8,036. 25% of this total would generate a 4800 base of $2,009. Provide an analysis of the advantages/disadvantages of this method of determining 4800 base cost targets.

B. A HQ Team will conduct a Communications Technical Service Review of your State, plan 1/2 work-month for your Telecommunications Coordinator and time for other personnel of your option.

/ 8100 - RANGE IMPROVEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (25% of Total FY 1980 receipts)..... $563
B. Adjustments
   1. One-time add-on for AMP Implementation in Challis, Little Lost Birch and Shoshone EIS Areas..... +400
C. FY 1981 Estimated Cost Target..... $963

II. Component Specifics:

A. The cost target will be adjusted once the actual receipts for FY 1980 are known and the FY 1980 carryover has been calculated.
B. A full 25% of the receipts will be returned to the States in accordance with Section 401(b) of FLPMA.

/ 8200 - RANGE IMPROVEMENTS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 2
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 2

II. Component Specifics: None

IDAHO

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000)

A. FY 1981 Base..... $50
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $50

II. Component Specifics:

A. Your cost target of $50 should be programmed equally between Regions 1 and 4 in accordance with the priorities received from the Forest Service Regional Foresters of those Regions.

FY 1981 FY 1981 TECHNICAL ASSISTANCE DSC, ENG DIV. (D-420)

State Idaho State Contact Person Carl Enix
Ron Streng

Project Name	Estimated Work-Months (by discipline)	Total Estimated Work-Months	Narrative
ISO - Darkroom	Elect. 1/2 Mech. 1/2	1	Provide technical design assistance on electrical service and ventilation for darkroom facilities, Idaho State Office.
YACC Bldgs. Statewide	Elect. 1/2 Mech. 1/2	1	Provide design assistance as needed for electrical and mechanical needs. All buildings are similar and design requirements are similar.
Squaw Butte Fire Lookout	Mech. 1/2 Elect. 1/2	1	Design of pressured water supply system for Squaw Butte if not included in initial design of fire look.
Salmon D.O. Sanitation Study	Sant. 1/2	1/2	Analysis waste disposal system at Salmon D.O. and make recommendation for corrective measures or system modifications that might include lift stations and/or a sewage lagoon.
Salmon D.O. Water Supply Study	Civil 1/2	1/2	Analysis present water system and make recommendation on methods to improve present system. The present water system is inadequate and cannot produce the required volume to meet the district needs.
Shoshone D.O. Complex Energy Retrofit	Arch. 1	1	If not included as part Phase IV, provide energy retrofit design on existing facilities including additional insulation in main office; double windows;

FY 1981 FY 1981 TECHNICAL ASSISTANCE DSC, ENG DIV. (D-420)

State Idaho State Contact Person Carl Enix
Ron Streng

Project Name	Estimated Work-Months (by discipline)	Total Estimated Work-Months	Narrative
hoshone D.O. omplex nergy etrofit Con't)			preferably sliding; and other energy conservation features.
eer Creek ridge oise Dist.	Struct. 1/4	1/4	Analyze present bridge for structural integrity and make recommendations.
daho Falls .O. Yard omplex	Elect. 1/4	1/4	Field trip to Idaho Falls D.O. Yard, analysis of electrical system to see if the system meets current code, make recommendations.

DATE: 8/21/80

STATE: IDAHO

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $1,326

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG W.M. COST	2000	2000	2000			2300	2300	2300	1900	1900	1900	1900	2100	2100	2300	2300	2300	2100	2200	2300
FY 1981 BASE	113		116			79	60	38	233	451	120	1286	38	1806	113	386	110	648	540	466
ONE-TIME ADJUST.		+ 6											+ 77	+1116	+ 24			+500	+620	
BASE ADJUSTMENT			+ 9					+ 2				-386			+ 5	+289	+ 65		+540	- 20
FY 81 AWP COST TARGET	113	6	125			79	60	40	233	451	120	900	115	2922	142	675	175	1148	1700	446

020

DATE: 8/21/80

STATE: IDAHO

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2100	2500	2000	2500		3200	2500														
FY 1981 BASE	362	102	380	63		53	1989			101	254	86	198	220	563	2					50
ONE-TIME ADJUST.	+358														+400						
BASE ADJUSTMENT		+ 10	- 50																		
FY 81 AWP COST TARGET	720	112	330	63		53	1989			101	254	86	198	220	963	2					50

021

MONTANA - SPECIFIC DIRECTIVES

TABLE OF ORGANIZATION

- Your FTP T/O for FY 1981 is: 373

BLM	351
YACC	22
Total	373

Your YACC T/O is tentative pending final determination of the program for FY 1981.

- Your FTP FY 1981 T/O includes a tentative increase of 13 positions which are funded in your base. These positions are allocated for the following programs:

Program	Positions
Coal	+ 8
Grazing Management	+ 1
Wildlife Habitat Management	+ 1
Soil, Water and Air Management	+ 2
Cadastral Survey	+ 1
Total	+13

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 219. This includes an increase of 13 positions over last years EOY ceiling. These positions are funded in your one-time increase and are not to be WAE's. These positions are to be used in the rangeland management program for on-the-ground implementation work. Of the total increase of 13 positions, one position is specifically designated to provide support to the wild horse and burro program.

- See General Directives for instruction concerning organization and manpower.

/ INVENTORY/PLANNING/ENVIRONMENTAL SCHEDULE /

The following schedule summarizes your priority inventory, planning, and environmental commitments for FY 1981 through FY 1985. Your AWP should be developed to meet these assigned schedules.

Montana --INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Miles City	Big Dry	Jordon-N. Rosebud / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	Big Dry	New Praire / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	Big Dry	Redwater / Grazing	--	EIS (Complete)	--	--	--
	Powder River	Powder River / Grazing/Coal	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
	S. Dakota	S. Dakota / Grazing	Pre-Plan Anal. (Initiate)	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP
Lewistown	Billings	Billings / Grazing	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
Butte	Headwaters	Headwaters / Grazing/Oil & Gas	RMP-Inv. (Complete)	RMP	RMP (Complete)	--	--
	Garnet	Garnet / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)
Dickinson	W. River	Southwest / Coal	Inventory (Initiate)	Inventory (Complete)	URA-MFP (Complete)	--	--
	E. River	Williams-McKenzie / Coal	Inventory (Initiate)	Inventory (Complete)	URA-MFP (Complete)	--	--

MONTANA

/ EVALUATION /

Plan to have the Associate State Director serve as a team member on the New Mexico General Management Evaluation scheduled for April 20 - May 1, 1981.

Plan to support the HQ conducted General Management Evaluation scheduled for March 16-27, 1981. The team will visit the Lewistown and Butte District Offices.

/ PROCUREMENT PLANNING /

Rick Kirkness is to plan a 1/2 work-month to assist in the development and preparation of the Bureau's reprographic and printing management manual. Also plan for one trip to the Service Center (3 days) for the finalization of the manual.

/ CONSTRUCTION & MAINTENANCE ASSISTANCE SCHEDULED (D-420) /

In FY 1981, the SC is planning to assist you on the projects listed below and shown in the General Directive. You will be contacted relative to scheduling and information to be submitted to them so that assistance can be provided.

Activity	Project Name	Remarks
2110	Miles City Fire Warehouse	Design electrical & mechanical system for office space in Warehouse.
2110	MT electrical inspection	Inspect electrical installations around State - esp. wells in Billings & Miles City area
2110	Miles City Off	Renovation of HVAC

/ 2110 - BUILDING CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 17
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 17

II. Component Specifics:

A. Funds to be spent for concrete block communications building.

MONTANA

/ 2140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $175
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $175

II. Component Specifics: None

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $110
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $110

II. Component Specifics: None

/ 2220 - RECREATION MAINTENANCE /

I. Cost Target Adjustments ($000):

FY 1981 Base..... $140
Adjustments..... None
FY 1981 AWP Cost Target..... $140

II. Component Specifics: None

/ 2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $230
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $230

II. Component Specifics: None

MONTANA

/ 4111 - OIL AND GAS /

I. Cost Target Adjustments:

A. FY 1981 Base..... $820
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $820

II. Component Specifics: None

/ 4112 - COAL /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $2,091
B. Adjustments
1. One-time increase for technical investigations.... +1,365
2. One-time increase for coal related air quality technical assistance..... + 9
C. FY 1981 AWP Cost Target..... $3,465

II. Component Specifics:

A. Your FY 1981 base cost target includes funding necessary to complete the work identified in the June 1, 1980, "Planning and Budgeting Report" prepared by the Office of Coal Management. The following is a summary of the work load identified in the report for Montana.

Workload Elements	Planned Units or ($000)
Lease applications	1
PRLA's	4(2) number in parenthesis indicates number of EAs
Exploration licenses	6
Modifications	1
Readjustments	1
Mining and Reclamation Plans Reviews	4
Inventories	$761
Activity Plans (Powder River & Ft. Union)	$1,080

Note: The above dollar figures include 01 support at 23% as per your PAWP FY 80 cost projections. That is, 23% of your total coal program is considered to be for 01 support.

B. Analyze your FY 1981 coal program workload in accordance with the 4112 subactivity General Directives and identify additional needs, if appropriate. The Office of Coal Management added 23% to the costs computed from the planning and budget Report for your 01 support component.

C. Based on a preliminary analysis of Bureauwide needs for increased positions, MSO should plan to receive 8 new positions. You should include them in your AWP workload projections and identify the work to be accomplished with the additional positions. See the General Subactivity Directives concerning the new positions to be distributed in FY 1981.

D. See the 4112 General Subactivity Directives for further information concerning technical investigations to be conducted in FY 1981. Technical investigations will be funded by a one time increase in FY 1981.

E. Plan to conduct the following air quality work in support of the coal program in FY 1981 to be funded by a one time increase in subactivity 4112.

1. Plan to spend one WM for technical assistance in the development of air quality component contracts for coal management and related activities.

2. Plan to contribute $10 of your 4112 subactivity funds to a State level air quality inventory contract which will use existing data primarily from the State air quality control office and other valid soucres to identify: (1) non-attachment areas; (2) Class I areas; (3) proposed or future Class I areas; and (4) those Class II areas where the remaining air quality increment may pose restrictions on coal use or coal development. This is a multi-activity project.

   For more information concerning work to be performed under this one-time increase, contact Stan Coloff, Air Quality Specialist in the Washington Planning Office (FTS 343-7417).

3. Plan to participate in air quality workshops for State Office Air Quality Specialists and air quality coordinators.

/ 4113 - GEOTHERMAL /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $33
B. Adjustments
1. Base increase for WM costs..... + 2
C. FY 1981 AWP Cost Target..... $35

II. Component Specifics:

A. Your cost target includes $22 for Uranium.

/ 4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $58
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $58

II. Component Specifics: None

/ 4132 - MINING LAW ADMINISTRATION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $150
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $150

II. Component Specifics:

A. Jeanette Bejot is to plan on participating in a two-week detail to HQ to assist in development of a manual section for the 43 CFR 3833 regulations. Travel will be paid by HQ 530. Actual dates will be announced later.

/ 4133 - MINERAL LEASING /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $28
B. Adjustments
1. Base increase for WM costs..... + 1
C. FY 1981 AWP Cost Target..... $29

II. Component Specifics:

A. (35) Complete processing and issue eight (8) phosphate lease readjustments.

/ 4211 - ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

FY 1981 Base	$350
Adjustments	None
FY 1981 AWP Cost Target	$350

II. Component Specifics: None

/ 4212 - NON-ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base	$414
B. Adjustments	None
C. FY 1981 AWP Cost Target	$414

II. Component Specifics: None

/ 4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustments ($000):

A. FY 1981 Base	$103
B. Adjustments	None
C. FY 1981 AWP Cost Target	$103

II. Component Specifics: None

/ 4310 - FOREST MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base	$513
B. Adjustment	
1. Base decrease	- 2
C. FY 1981 AWP Cost Target	$511

II. Component Specifics:

A. Funding is not available for increased reforestation and other forest development activities. Meet your sustained harvest as indicated in gereral directives. Continue to meet local demand for fuelwood and other forest products within program capability.

MONTANA

/ 4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $30
B. Adjustments
1. One-time increase..... +10
C. FY 1981 AWP Cost Target..... $40

II. Component Specifics:

A. No funds are available to support your PAWP request.

B. Your other-than-permanent position ceiling has been increased one position to support the wild horse and burro program.

/ 4322 - GRAZING MANAGEMENT (COMPONENT 44) /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,220
B. Adjustments
1. One-time increase for Inventory..... + 386
2. One-time increase for Implementation..... + 450
C. FY 1981 AWP Cost Target..... $2,056

II. Component Specifics:

A. Your one-time inventory funding is for: (Acres and dollars in Thousands)

Big Dry	- 200 A @ 10	=	$ 20
Headwaters	- 225 A @ 40	=	90
Power River	- 500 A @ 25	=	125
Billings	- 625 A @ 24	=	151
			$ 386

B. The one-time implementation increase ($450) is for implementation efforts within the Missouri Breaks EIS area as outlined in your PAWP submission.

C. The weed control for the Miles City, Lewistown and Butte Districts should be programmed from within your base funds.

D. Your permanent position ceiling is increased by one position for an Implementation/Monitoring Specialist to be attached to the State Office.

/ 4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (CRM $97/NHRM $0)..... $ 97
B. Adjustments
1. Cultural:
a. One-time increase for completion of the Henry Smith Bison Kill Site Projection Project..... + 34
b. One-time increase for backfill and reseed of Blacktail Bison Jump..... + 2
2. Natural History:
a. Base increase to complete high priority NHRM work..... + 5
C. FY 1981 AWP Cost Target..... $138

II. Component Specifics:

A. Natural History Resource Management (47) - Assess damage and threat to Crooked Creek National Natural Landmark (in Pryor Mountain Wild Horse Range, Wyoming), and prepare a proposal for HQ by the end of January 1981, outlining protection measures or other recommended action.

/ 4332 - WILDERNESS PROGRAM /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $151
B. Adjustment
1. Base increase to adjust for WSA planning amendments..... + 7
C. FY 1981 AWP Cost Target..... $158

II. Component Specifics:

A. ISA's.

1. Complete the coordination of the study of Centennial Mountain ISA with the USFS. By September 15, 1981, submit 35 copies each of the proposed final study report and proposed FEIS to HQ (430). Assume that work associated with responding to changes in these documents during the administrative review process and the final printing or distribution of documents will be a FY 1982 cost.

2. Bear Trap and Humbug Spires. By February 15, 1981, submit 35 copies each of the proposed final study reports and proposed FEIS to HQ (430). Be prepared to respond to changes in the documents as required during the administrative review process and be prepared to print and distribute the FEIS and study report when approved.

MONTANA

/ 4333 - RECREATION & VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (Recreation Management $159/Visual Resource Management $18)..... $177

B. Adjustments

1. Base increase to complete priority recreation work..... + 93

C. FY 1981 AWP Cost Target..... $270

II. Component Specifics:

A. Visual Resourcement Management (VRM)

1. State Landscape Architect Mike Keckley should plan for one work-month to assist with development of oil, gas, and coal stipulations for VRM. A one-week meeting in Sacramento is scheduled as part of this effort (See California directives for more information).

2. Colin Horman should plan for one work-month to assist with the VRM Training V to be held in Denver sometime in late January 1981.

3. Dave Longey should plan on one work-month to assist with the development, coordination, and presentation of the Computer Graphics training scheduled for Denver, November 17-21, 1980. A one-week pre-session coordination meeting will be held in October in Denver.

B. Recreation Management (Comp. 49, 50 & 51)

1. The $93 increase includes funds to complete ORV designations, to continue the outfitters permit program, and for on-the-ground management in the Upper Missouri Wild and Scenic River.

2. Complete ORV designation work as follows: (See instructions in Instruction Memo No. 80-645 for guidance on ORV designations for wilderness study areas and modify your planned accomplishments accordingly).

Big Dry RA	1,773,700 acres	Phases 1 & 2
Powder River RA	1,071,100 "	Phase 1
Headwaters RA	310,000 "	Phases 1 & 2
Upper Missouri	85,946 "	Phases 1, 2, 3, 4, 5, 6, & 7
Lewistown D.O.	458,500 "	Phases 1, 2, 3, 4, 5, 6, & 7

/ 4340 - SOIL, WATER AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 696
B. Adjustments
1. One-time increase for WM costs..... + 400
C. FY 1981 AWP Cost Target..... $1,096

II. Component Specifics:

A. Water (52): $539

1. Water use inventory and water rights $253
2. USGS investigation of management practices and their influence on water quality at selected multiple-use reservoirs $30
3. Flood routing study and model development for Willow Creek $27
4. Two new permanent full-time positions are provided for the water use inventory program.

B. Soil (53): $445

1. Soil compaction study for implementation of Mountain Foothills grazing ES $20
2. Soil-water study for rangeland monitoring during implementation of Mountain Foothills grazing ES $25

C. Air (54): $27

1. Install acid rain monitoring station $9
2. Climate and air quality inventory $18
3. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center, three participants allocated; submit names of nominees to HQ (202)

D. Earth Science (59): $85

1. Initiate paleontological resource inventories $5
2. Geological and geologic hazard inventory of Hoodoo Mountains area of Butte District $80

MONTANA

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 250
B. Adjustments
1. Base increase for habitat development and related added position..... + 150
2. One-time increases for:

a. Resource inventory..... + 310
b. Habitat development..... + 400
c. T/E plants..... + 40

C. FY 1981 AWP Cost Target..... $1,150

II. Component Specifics:

A. Use $550 and an added fish and wildlife biologist position in the State office for habitat development within 7 HMP areas and Cherry Creek Reservoir;
B. Continue the aquatic/riparian habitat inventory program;
C. Complete the Chamberlain elk-logging research project. ($50 one-time increase funds held in HQ (602); and
D. Consider initiating the Missouri River instream flow studies with the Montana Department of Fish, Game and Parks.

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments:

A. FY 1981 Base..... $178
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $178

II. Component Specifics:

A. Implement the Normal Fire Year Plan with emphasis on the Initial Attack program.

B. Plan to participate on the Bureau Fire Equipment Committee.

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $594
B. Adjustments
1. One-time increase..... +378
C. FY 1981 AWP Cost Target..... $972

II. Component Specifics:

A. One-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $90
B. Adjustments
1. Base increase as follows..... None
C. FY 1981 AWP Cost Target..... $90

II. Component Specifics:

A. The level 6 maintenance costs are estimated at $350/mo.

B. Site preparation funding is not included in your cost target. Acquisition of equipment in FY 1981 is uncertain at this time.

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $562
B. Adjustments
1. Base decrease for surveys..... - 52
C. FY 1981 AWP Cost Target..... $510

II. Component Specifics: None

MONTANA

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $68
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $68

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, state, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conferences.

D. Within available funding, consider establishing one full-time EEO counselor.

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $47
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $47

II. Component Specifics:

A. Allocate $20 for existing cooperative agreements with local law enforcement agencies; $27 for W/M capability.

B. Additional W/M requirements (non-criminal) must be funded from benefiting subactivity.

MONTANA

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $2,477
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $2,477

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $8,980. 25% of this total would generate a 4800 base of $2,245. Provide an analysis of the advantages/disadvantages of this method of determining 4800 base cost targets.

B. A HQ Team will conduct a Communications, Technical Service Review of your State, plan 1/2 work-month for your Telecommunications Coordinator and time for other personnel of your option.

/ 8100 - RANGE IMPROVEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (25% of total FY 1980 receipts)..... $475
B. Adjustments
1. One-time add-on for AMP Implementation
a. Missouri Breaks and Mountain Foothills Areas..... +400
C. FY 1981 AWP Cost Target..... $875

II. Component Specifics:

A. The cost target will be adjusted once the actual receipts for FY 1980 are known and the FY 1980 carryover has been calculated.

B. A full 25% of the receipts will be returned to the States in accordance with Section 401(b)(1) of FLPMA.

/ 8200 - RANGE IMPROVEMENTS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,100
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $1,100

II. Component Specifics: None

MONTANA

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $40
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $40

II. Component Specifics:

A. Your cost target of $40 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

DATE: 8/21/80

STATE: MONTANA

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $1,199

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	2100	2100	2100			2500	2500	2500	1800	1800	1800	1900	2000	2000	2100	2100	2100	2100	2100	2300
FY 1981 BASE	820	2091	33			58	150	28	350	414	103	513	30	1220	97	151	177	696	250	178
ONE-TIME ADJUST.		+1374											+ 10	+836	+ 36			+400	+750	
BASE ADJUSTMENT			+ 2					+ 1				- 2			+ 5	+ 7	+ 93		+150	
FY 81 AWP COST TARGET	820	3465	35			58	150	29	350	414	103	511	40	2056	138	158	270	1096	1150	178

DATE: 8/21/80

STATE: MONTANA

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2200	1900	2000	2400		2700	2400														
FY 1981 BASE	594	90	562	68		47	2477	17			175	110	140	230	475	1100					40
ONE-TIME ADJUST.	+378														+400						
BASE ADJUSTMENT			- 52																		
FY 81 AWP COST TARGET	972	90	510	68		47	2477	17			175	110	140	230	875	1100					40

C19

NEVADA - SPECIFIC DIRECTIVES

/TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is: 335.

BLM	317
YACC	18
Total	335

Your YACC T/O is tentative pending final determination of the program for FY 1981.

- Your FTP FY 1981 T/O includes a tentative increase of 5 positions, which are funded in your base. These positions are allocated for the following programs:

Program	Positions
Grazing Management	+ 1
Wild Horse and Burro Management	+ 1
Soil, Water and Air Management	+ 2
Cadastral Survey	+ 1
Total	+ 5

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 265. This includes an increase of 6 positions over last years EOY ceiling. These positions are funded in your one-time increase and are not to be WAE's. These positions are to be used in the rangeland management program for on-the-ground implementation work. Of the total increase of 6 positions, one position is specifically designated to provide support to the wild horse and burro program.

- See General Directives for instruction concerning organization and manpower.

/INVENTORY/PLANNING/ENVIRONMENTAL SCHEDULE/

The following schedule summarizes your priority inventory, planning, and environmental commitments for FY 1981 and through FY 1985. Your AWP should be developed to meet these assigned schedules.

Nevada - INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Battle Mountain	Shoshone-Eureka	Shoshone-Eureka / Grazing	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
Winnemucca	Paradise-Denio	Paradise-Denio / Grazing	EIS (Complete)	--	--	--	--
	Sonoma-Gerlach	Sonoma-Gerlach / Grazing	EIS (Complete)	--	--	--	--
Las Vegas	Stateline-Esmeralda and Caliente-Virgin Valley	Clark / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	Esmeralda	Esmeralda / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv.	RMP-Inv. (Complete)	RMP
Carson City	Lahontan and Walker Mina	Reno / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	Lahontan	Lahontan / Grazing	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP	RMP (Complete)
Ely	Schell	Schell / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	Egan	Egan / Grazing	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--

Nevada -- INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Elko	Wells	Wells / Grazing	RMP-Inv. (Complete)	RMP	RMP (Complete)	--	--
	Elko	Elko / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv.	RMP-Inv. (Complete)	RMP
Battle Mountain	Topopah	Tonopah / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--
Winnemucca	Paradise-Denio	Paradise-Denio / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--
	Sonoma-Gerlach	Sonoma-Gerlach / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--
Las Vegas	Stateline-Esmeralda and Caliente-Virgin Valley	Clark / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--

/EVALUATION /

Plan to support the Evaluation Techniques Training Course scheduled for November 5-7, 1980, in Reno.

Plan some contact with the Resources Inventory Evaluation study team scheduled for the second quarter of FY 1981.

/CONSTRUCTION & MAINTENANCE ASSISTANCE SCHEDULED (D-420)/

None

/2120 - RECREATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $304
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $304

II. Component Specifics:

A. Funds to be spent for solar system retrofit at Red Rocks Visitor Center - $210 (if feasible) and for Scenic Outlook near Red Rocks Visitor Center - $94.

/2130 - TRANSPORTATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $155

B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $155

II. Component Specifics:

A. Funds to be spent for unsafe bridge replacement and reconstruction of several miles of multi-use road.

/2140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustment ($000):

A. FY 1981 Base..... $85
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $85

II. Component Specifics: None

/2210 - BUILDING MAINTENANCE/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $160
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $160

II. Component Specifics: None

/2220 - RECREATION MAINTENANCE/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $248

B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $248

II. Component Specifics: None

/2230 - TRANSPORTATION MAINTENANCE/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $230
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $230

II. Component Specifics: None

/4111 - OIL AND GAS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $289
B. Adjustments
1. One-time increase for Overthrust EAR's..... + 25
C. FY 1981 AWP Cost Target..... $314

II. Component Specifics:

A. Complete and/or update area-wide environmental assessments, with particular emphasis on the Overthrust Belt.

NEVADA

/4112 - COAL/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... 0
B. Adjustments
1. One-time increase for work associated with duties of the Uinta Southwestern Utah Regional Coal Team Chairmanship..... +4
C. FY 1981 AWP Cost Target..... $4

II. Component Specifics:

A. Your one-time increase is for costs associated with the Uinta Southwestern Utah Regional Coal Team Chairperson responsibilities.

/4113 - GEOTHERMAL /

I. Cost Target Adjustments ($000's):

A. FY 1981 Base..... $293
B. Adjustments
1. Base increase for WM cost..... + 31
C. FY 1981 AWP Cost Target..... $324

II. Component Specifics:

A. Norm Melvin should plan to participate in a week-long BLM/USGS planning and coordination workshop to be held at the Geothermal Supervisor's Office in Palo Alto, Ca.

NEVADA

/4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $158
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $158

II. Component Specifics:

A. Brent Bestram is to plan on participating in a one-week detail to assist in the revision and rewrite of Manual Section 43 CFR 3600 "Mineral Materials." The date is dependent on release of the final 43 CFR 3600 regulation and will be announced at a later date. Location has been tentatively set for Las Vegas. Travel and per diem will be paid by the HQ

/4132 - MINING LAW ADMINISTRATION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $86
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $86

II. Component Specifics:

A. Brent Brestram is to plan on participating in a two week detail to assist in the development of a manual section for the 43 CFR 3809 regulations. The date and place will be announced at a later date. Travel and per diem will be paid by HQ

NEVADA

/4133 - MINERAL LEASING /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $109
B. Adjustments
1. Base increase - WM Cost..... +4
C. FY 1981 AWP Cost Target..... $113

II. Component Specific: None

/4211 - ENERGY RELATED REALTY/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $188
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $188

II. Component Specifics: None

/4212 - NON-ENERGY RELATED REALTY/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $579
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $579

II. Component Specifics: None

/4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $103
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $103

II. Component Specifics: None

/4310 - FOREST MANAGEMENT/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $200
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $200

II. Component Specifics:

A. Continue forest and woodland inventories; continue to meet demand for fuelwood and other forest products within program capability.

/4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $999
B. Adjustments
1. Base Increase..... + 20
2. One-time Increase..... +171

C. FY 1981 AWP Cost Target..... $1,190

II. Component Specifics:

A. Base increase is to provide support for one permanent full time Wild Horse and Burro Specialist in the Elko District Office.

B. Your other-than-permanent position ceiling has been increased one position to support an additional Wild Horse and Burro Specialist in the Las Vegas District Office.

C. Remove 5,200 excess wild horses and burros from within your jurisdiction.

D. Adopt 1,200 excess animals through the Palomino Valley Corrals.

E. Initiate Herd Management Area Plans in the Caliente, Tonopah, and Paradise-Denio planning units.

/4322 - GRAZING MANAGEMENT (COMPONENT 44)/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,742
B. Adjustments
1. One-time increase for Inventory..... +1,800
2. One-time increase for Implementation..... + 350
3. Base increase for Saval Ranch..... + 20
C. FY 1981 AWP Cost Target..... $3,912

II. Component Specifics:

A. Your one-time inventory funding is for: (Acres and dollars in Thousands)

Paradise-Denio	- 900 A @ .05	= $ 45
Sonoma-Gerlach	- 880 A @ .05	= 44
Reno	- 1,100 A @ .07	= 72
Wells	- 1,380 A @ .25	= 345
Egan	- 1,813 A @ .25	= 450
Shoshone-Eureka	- 891 A @ .23	= 205
Lahanton	- 1,200 A @ .23	= 271
Elko	- 1,500 A @ .23	= 340
Esmeralda	- 560 A @ .05	= 28
		$1,800

B. The one-time implementation increase ($350) is for implementation efforts within the Caliente and Tonopah EIS areas.

C. Your permanent position ceiling is increased by one position for the Saval Ranch Research Coordinator to be assigned to the Elko District.

/4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT/

I. Cost Target Adjustments ($000):

A. FY 1981 Base (CRM $167/NHRM $0)..... $167
B. Adjustments
   1. Cultural:
      a. One-time increase for fencing, signing, and mapping of Old Cortez as part of interim management..... + 5
   2. Natural History:
      a. Base increase to complete high priority NHRM work..... + 4
      b. One-time increase for protection of critical natural history resources..... + 10
C. FY 1981 AWP Cost Target..... $186

II. Component Specifics:

A. Natural History Resource Management (47) - One-time increase for protection of critical natural history resources ($10) is for use supervision in the Las Vegas District.

/4332 - WILDERNESS PROGRAMS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$664
B.	Adjustments	
	1. Base decrease to adjust for WSA planning amendments	-83
C.	FY 1981 AWP Cost Target	$581

II. Component Specifics:

A. ISA's

1. BY April 15, submit 35 copies each of the proposed final study reports to HQ (430) for Heusser Mountain-Bristle Cone Pine and Pinyon-Joshua ISA's. Be prepared to respond to changes in the documents as required during the administrative review process and be prepared to print and distribute the final study reports when approved.

2. Mountain Meadow, Shoshone Pygmy, Virgin Mountain, Swamp Cedar, Shoshone Ponds, and Sunrise Mountain ISA's. Be prepared to respond to changes in the documents as required during the administrative review process and be prepared to print and distribute the final study reports when approved.

3. Submit study schedule to HQ (430) by April 15 for Goshute Canyon, Lahontan Cutthroat Trout and Pine Creek Canyon ISA's.

B. Study. Initiate wilderness planning amendments for Tonopah, Paradise-Denio, Sonoma-Gerlach, and Clark MFP's. Three amendments will be charged to wilderness (4332) and one amendment to planning (4410); identify in your AWP narrative which amendments will be charged to which subactivity.

C. Management. D. Harmon or an alternate should plan to participate in a work group to develop a format for, and a training session on, wilderness management plans (.5 wm).

/4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT/

I. Cost Target Adjustments ($000):

A.	FY 1981 Base (Recreation Management $441/Visual Resource Management $35)	$476
B.	Adjustments	
	1. Base increase to complete priority recreation work	+150
C.	FY 1981 AWP Cost Target	$626

II. Component Specifics:

A. Visual Resource Management (VRM)

1. Rich Hagan should plan one work month to assist with the coordination and presentation of the Computer Graphics training to be held in Denver November 17-21, 1980, including 1 week pre-session coordination meeting in Denver in October 1980.

2. Mr. Hagan should also plan one work month to assist with review of a special studies project that will deal with the development of detailed scenic quality rating unit reference materials. Approximately 2 weeks of travel in the Nevada, Utah, and Colorado areas should be planned in conjunction with this effort.

3. Bob Taylor, Las Vegas D.O. Landscape Architect should plan on one work month to assist with the VRM training which is scheduled for Denver in the late spring.

4. Mr. Hagan should also plan to attend a 2-day meeting in Denver with BLM/Forest Service Landscape Architects to assist in coordinating possible changes and modifications of the respective visual management systems.

B. Recreation Management (Comp. 49, 50 & 51)

1. Your base program includes $350 that was allocated to Red Rocks Recreation Lands in FY 1980. There should be sufficient funds within that base to complete your interpretive contract for the Red Rocks Visitor Center as well as other priority work.

2. Complete ORV designation work as follows:

Clark County P.A.	3,314,000 acres	Phases 1 & 2
Caliente P.A.	3,413,000 "	Phases 1, 2, & 3
Paradise-Denio P.A.	3,642,000 "	Phases 4, 5, 6, & 7
Sonoma-Gerlach P.A.	3,563,000 "	Phases 4, 5, 6, & 7
Schell P.A.	4,182,000 "	Phase 2
Reno P.A.	681,000 "	Phase 2
Grimes Point. Arch. Site	340 "	Phases 6 & 7
Sand Mtn. Hist. Site	80 "	Phases 6 & 7
Wells E.S.	4,141,000 "	Phase 1

/4340 - Soil, Water and Air Management /

I. Cost Target Adjustments ($000):

A. FY 1981 base..... $1618
B. Adjustments
1. One-time increase..... +2000
C. FY 1981 AWP Cost Target..... 3618

NEVADA

II. Component Specifics:

A. Water (52): $1800

1. Water use inventory and water rights $1417
2. Techniques manual for flood and debris studies with USGS $60
3. Two new permanent full-time positions are provided for the water use inventory program.

B. Soil (53): $1670

1. Universal Soil Loss Equation for desert conditions $50
2. Demonstration project to minimize erosion through snow manipulation $80
3. Erosion investigation for water sprayer projects $50

C. Air (54): $23

1. Climate and air quality inventory $15
2. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center, two participants allocated; submit names of nominees to HQ 202

D. Earth Science (59): $25

1. Continue paleontological inventories
2. Participation of Carson City Ecological Conference $20

E. Endangered Resource Protection (58): $100

1. Threatened and endangered plants

/4350 - WILDLIFE HABITAT MANAGEMENT/

I. Cost Target Adjustments ($000):

A. FY 1981 Base	$	480
B. Adjustments		
1. Base increase for habitat development	+	120
2. One-time increases for:		
a. Resource inventory	+	400
b. Habitat development	+	300
C. FY 1981 AWP Cost Target	$	1300

II. Component Specifics:

A. Use $420 to continue habitat development within 13 Sikes Act HMP areas;

B. Continue habitat improvement, protection and study efforts for bighorn sheep, the peregrine falcon and endangered fish; and

C. Your T/E plant cost target is $100, chargeable to 4340.

/4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000's):

A. FY 1981 Base	$	407
B. Adjustments		
1. Base decrease because of Bureauwide ceiling problems	-	21
C. FY 1981 AWP Cost Target	$	386

II. Component Specifics:

A. Plan to participate in the following:

1. Bureau Fire Equipment Committee.

2. NWCG Fire Equipment Working Team.

3. Headquarters detail for Manual revisions.

B. Implement the approved Normal Fire Year Plan to the extent possible with the funds available. Place emphasis on the Initial Attack program.

/4410 PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 374
B.	Adjustments	
	1. One-Time Increase	$ +449
C.	FY 1981 AWP Cost Target	$ 823

II. Component Specifics:

1. One-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

2. Plan to charge one MFP wilderness amendment and associated environmental analysis to the 4410 subactivity.

/4420 - DATA MANAGEMENT/

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$120
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$120

II. Component Specifics:

A. The Level 6 maintenance costs are estimated at $350/mo. after expiration of the warranty.

B. Site preparation funding is not included in your cost target. Acquisition of equipment in FY 1981 is uncertain at this time.

/4500 - CADASTRAL SURVEY/

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$393
B.	Adjustments	
	1. Base decrease for surveys	- 3
C.	FY 1981 AWP Cost Target	$390

II. Component Specifics: None

/4720 - EQUAL EMPLOYMENT OPPORTUNITY/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $88
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $88

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, State, and regional conference for women's and ethic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conferences.

D. Within available funding, consider establishing one full-time EEO counselor.

/4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000)

A. FY 1981 Base..... $53
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $53

NEVADA

II. Component Specifics:

A. Allocate $7 for existing cooperative agreement with local law enforcement agency; $46 for W/M capability.

B. Additional W/M requirements (non-criminal) must be funded from benefiting subactivity.

C. Arizona has been directed to arrange an interagency law enforcement/investigator meeting concerning the theft and destruction of cultural resources (BLM Special Agents from New Mexico, California, Nevada, Utah and Colorado should be invited as well as representatives from other agencies.)

/4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000)

A.	FY 1981 Base	$2,295
B.	Ajustments	None
C.	FY 1981 AWP Cost Target	$2,295

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $9,859. 25% of this total would generate a 4800 base of $2,465. Provide an analysis of the advantages/disadvantages of this method of determining 4800 base cost targets.

B. A HQ Team will conduct a follow-up of the Communications Technical Service Review of your State, plan for 1/4 work for your Telecommunications Coordinator and time for other personnel of your option.

C. Provide adequate assistance from the Chief, Branch of Records and Data Management, for a Records and Paperwork Systems Technical Review.

/8100 - RANGE IMPROVEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (25% of Total FY 1980 receipts)..... $ 897
B. Adjustments
1. One-time add-on for AWP Implementation
a. Caliente and Tonopah EIS Areas..... + 600
C. FY 1981 AWP Cost Target..... $1497

II. Component Specifics:

A. The cost target will be adjusted once the actual receipts for FY 1980 are known and the FY 1980 carryover has been calculated.

B. A full 25% of the receipts will be returned to the States in accordance with Section 401(b)(1) of FLPMA.

/9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000)

A. FY 1981 Base..... $30
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $30

II. Component Specifics

A. Your cost target of $30 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

DATE: 8/21/80

STATE: NEVADA

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $1,450

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	2000	2000	2000			2300	2300	2300	1700	1700	1700	1700	2000	2000	2200	2200	2200	2200	2000	2400
FY 1981 BASE	289		293			158	86	109	188	579	103	200	999	1742	167	664	476	1618	480	407
ONE-TIME ADJUST.		+ 4											+171	+2150	+ 15			+2000	+700	
BASE ADJUSTMENT	+ 25		+ 31					+ 4					+ 20	+ 20	+ 4	- 83	+150		+120	- 21
FY 81 AWP COST TARGET	314	4	324			158	86	113	188	579	103	200	1190	3912	186	581	626	3618	1300	386

DATE: 8/21/80

STATE: NEVADA

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2000	3600	2200	2400		3200	2400														
FY 1981 BASE	374	120	393	88		53	2295		304	155	85	160	248	230	897						30
ONE-TIME ADJUST.	+449														+600						
BASE ADJUSTMENT			- 3																		
FY 81 AWP COST TARGET	823	120	390	88		53	2295		304	155	85	160	248	230	1497						30

NEW MEXICO - SPECIFIC DIRECTIVES

/TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is: 373.

BLM	364
YACC	9
Total	373

Your YACC T/O is tentative pending final determination of the program for FY 1981.

- Your FTP FY 1981 T/O includes a tentative increase of 14 positions which are funded in your base. These positions are allocted for the following programs:

Program	Positions
Coal	+8
Grazing Management	+1
Soil, Water and Air Management	+3
Cadastral Survey	+2
Total	+14

- Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time permanent (OTFTP) position ceiling is 191. This includes an increase of 11 positions over last years EOY ceiling. these positions are funded in your one-time increase and are not to be WAE's. These positions are to be used in the rangeland management program for on-the-ground implementation work. Of the total increase of 11 positions, one position is specifically designated to provide support to the wild horse and burro program.

- See General Directives for instruction concerning organization and manpower.

/INVENTORY/PLANNING/ENVIRONMENTAL SCHEDULE /

The following schedule summarizes your priority inventory, planning and environmental commitments for FY 1981 through FY 1985. Your AWP should be developed to meet these assigned schedules.

New Mexico -INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Albuquerque	Oklahoma	Southeast Oklahoma / Coal	EIS (Complete)	--	--	--	--
	Farmington	Chaco-San Jaun / Coal	URA-MFP (Complete)	EIS (Initiate)	EIS (Complete)	--	--
	Taos	Taos / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)
	Rio Puerco	Rio Puerco / Grazing	Pre-Plan Anal. (Initiate)	Pre Plan (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP
Socorro	San Augustine	Divide / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
Las Cruces	White Sands and Las Cruces Lordsburg	Southern Rio Grande / Grazing	MFP-EIS (Complete)	--	--	--	--
	Las Cruces-Lordsburg	Las Cruces/Lordsburg / Grazing	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
	White Sands	White Sands / Grazing/Wilderness	Pre-Plan Anal. (Initiate)	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP
Roswell	Roswell	Roswell / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)
Albuquerque	Farmington	Chaco-San Juan / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--

NEW MEXICO

/EVALUATION /

Plan to have Kathryn White serve as a team member on the Budget Development and Implementation Evaluation scheduled for October 6 - December 26, 1980.

Plan to have Paul Applegate serve as a team member on the Advisory Board Evaluation scheduled for October 20-31, 1980.

Plan to support the HQ conducted General Management Evaluation scheduled for April 20-May 1, 1980. The team will visit the Las Cruces and Roswell District Offices.

Plan some contact with the study team for Cultural Resources and Resources Inventory Evaluation scheduled for the second and third quarter of FY 1981.

/PROCUREMENT PLANNING /

Lee Bryan is to plan one (1) work month and two (2) trips of one week each (to the HQ and the SC) in support of the Word Processing System Procurement WAR.

/CONSTRUCTION & MAINTENANCE ASSISTANCE SCHEDULED (D-420)/

In FY 1981, the SC is planning to assist you on the projects listed below and shown in the General Directive. You will be contacted relative to sheduling and information to be submitted to them so that assistance can be provided.

Activity	Project Name	Remarks
2110	Bisti Region Multi-Resource Center	A-E prospectuses for all center features.

NEW MEXICO

/2140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 74
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 74

II. Component Specifics: None

/2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $25
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $25

II. Component Specifics: None

/2220 - RECREATION MAINTENANCE/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $184
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $184

II. Component Specifics: None

NEW MEXICO

/2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $170
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $170

II. Component Specifics: None

/4111 - OIL AND GAS /

I. Cost Target Adjustments ($000's)

A. FY 1981 Base..... $1,185
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $1,185

II. Component Specifics: None

/4112 - COAL/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $2,020
B. Adjustments:
1. One-time increase for technical investigations..... + 535
2. One-time increase for coal related air quality technical..... + 12
C. FY 1981 AWP Cost Target..... $2,567

NEW MEXICO

II. Component Specifics:

A. Your FY 1981 base cost target includes funding necessary to complete the work identified in the June 1, 1980 Planning Budgeting Report prepared by the Office of Coal Management. The following is a summary of the workload identified in the report for New Mexico.

Workload Element	Planning Units or $000
Lease Applications	1
Site-specific EIS	3 (not included in base)
Activity Plans (Western Interior)	$1,053
MFP Amendments (Chaco - San-Juan)	1
Exploration Licenses	3
Modifications	1
Readjustments	10
Inventories	$296
Mining and Reclamation plans reviews	21

Note: The above dollar figures include 01 support at 43% as per your PAWP FY 1980 cost projection.

B. Analyze your FY 1981 coal program workload in accordance with the AWP 4112 General Subactivity Directives and identify additional needs if appropriate. The Office of Coal Management added 43% to the costs computed from the Planning and Budgeting Report, for your 01 support component. The 3 projected site-specific EIS's identified in the report were not included since they have not been specifically identified. Indicate what site-specific EIS funds will be needed if any. Also indicate additional needs for processing of 4 PRIA's in New Mexico since these were not included in the planning and budgeting report.

C. Based on a preliminary analysis of Bureauwide needs for increased positions, NMSO should plan to receive 8 new positions. You should include them in your AWP workload projections and identify the work to be accomplished with the additional positions. See the General Subactivity Directives concerning the new positions to be distributed in FY 1981.

NEW MEXICO

With reference to the office you are establishing in the Bisti Area, your position and funding request should reflect the fact that coal is only one benefiting activity, Beyond providing one or possibly two positions for the office, that project has a low priority for new coal positions, on a Bureauwide basis.

D. See the 4112 Subactivity General Directives for information and directives concerning technical investigations to be conducted in FY 1981. Technical investigations will be funded by a one time increase in FY 1981.

E. Plan to conduct the following air quality work in FY 1981, to be funded by a one time increase in subactivity 4112.

1. Plan to spend 1 W/M in subactivity 4112 to provide technical assistance to the Washington Office for the development of air quality component contracts for coal management and related activities.

2. Plan to contribute $10 of your 4112 subactivity funds to a New Mexico State level Air Quality inventory which will use existing data primarily from the State Air Quality control office and other valid sources to identify: (1) non-attainment areas; (2) Class I Areas; (3) proposed or future Class I Areas; and (4) those Class II Areas where the remaining air quality increment may pose restrictions on coal use or coal development. These restrictions may be outside the coal region boundaries and may not be considered in the regional coal EIS. This is a multi-activity project.

For more information concerning work to be performed under this one time increase, contact Stan Coloff, Air Quality Specialist in the Washington Planning Office (FTS 343-7417).

NEW MEXICO

F. Provide an analysis of your funding and increased position needs in Oklahoma to support the coal program, taking into consideration the following alternatives or possibilities.

1. Activity planning will proceed as previously scheduled. Amendment of the land-use plan will include the latest information on high and moderate potential underground coal areas, and will proceed concurrently with activity planning.

2. Activity planning will stop after the receipt of the showings of industry interest, and the land use plan will be amended to include the latest information on high and moderate potential underground coal areas. Once the land-use plan is amended, the activity plan would be started over again.

3. Activity Planning will contine as scheduled and the land-use plan will not be amended until after completion of the activity plan.

State your assumptions on each of the above alternatives including lease sale dates, etc. Also indicate your preferred alternative.

NEW MEXICO

/4113 - GEOTHERMAL/

I. Cost Target Adjustments ($000's)

A. FY 1981 Base..... $100
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $100

II. Component Specifics:

A. Your cost target includes $7 for uranium.

/4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000s)

A. FY 1981 Base..... $118
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $118

II. Component Specifics: None

/4132 - MINING LAW ADMINSTRATION /

I. Cost Target Adjustments ($000s):

A. FY 1981 Base..... $85
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $85

II. Component Specifics:

A. Hank Wilson is to plan on participating in a two week detail to assist the development of a manual section for the 43 CFR 3809 regulations. The date and place will be announced at a later date. Travel and per diem will be paid by W.O.

/4133 - MINERAL LEASING /

I. Cost Target Adjustments ($000s)

A.	FY 1981 Base	$15
B.	Adjustments	
	1. Base increase - WM Costs	+ 2
C.	FY 1981 AWP Cost Target	$17

II. Component Specifics:

A. Complete processing and issue 1 sodium lease renewal and 66 potassium lease readjustments.

/4211 - ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000s):

A.	FY 1981 Base	$608
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$608

II. Component Specifics: None

NEW MEXICO

/4212 - NON - ENERGY RELATED REALTY /

I. Cost Target Adjustment ($000s):

A. FY 1981 AWP Base..... $426
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $426

II. Component Specifics: None

/4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustment ($000s)

A. FY 1981 Base..... $82
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $82

II. Component Specifics: None

/4310 - FOREST MANAGEMENT /

I. Cost Target Adjustment ($000):

A. FY 1981 Base..... $56
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $56

II. Component Specifics:

A. Continue to meet demand for fuelwood and other forest products within program capabilities.

/4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustment ($000):

A. FY 1981 Base..... $71
B. Adjustments
1. One-time increases..... +24
C. FY 1981 AWP Cost Target..... $95

II. Component Specifics:

A. Remove and adopt 10 wild horses from the Taos Resource Area.
B. Support the adoption of 1,500 excess wild horses and burros through the Valley Mills Distribution Center.
C. Your other-than-permanent position ceiling has been increased one position to provide additional support to the adoption effort.

/4322 - GRAZING MANAGEMENT /

I. Cost Target Adjustments ($000's):

A. FY 1981 Base..... $1,504
B. Adjustments
1. One-time increase for Inventory..... + 624
2. One-time increase for Implementation..... + 950
3. One-time increase for Rio Puerco Study..... + 50
C. FY 1981 AWP Cost Target..... $3,128

II. Component Specifics:

A. Your one-time inventory funding is for: (Acres and dollars in Thousands)

Las Cruces-Lordsburg	- 1,300 A @ .40	=$ 520
Roswell	- 430 A @ .10	= 43
West Socorro	929 A @ .07	= 61
		$ 624

B. Your permanent position ceiling is increased by one position for an Implementation/Monitoring Specialist to be attached to the State Office.

C. The one-time implementation increase ($950) is for implementation efforts within the Rio Puerco, East Roswell, and East Socorro EIS areas as outlined in your PAWP submission.

/4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (CRM $112/NHRM $0)..... $112
B. Adjustments
1. Cultural:
a. One-time increase for patrol and surveillance in Albuquerque District..... + 10
b. One-time increase for patrol and surveillance in Roswell District..... + 10
c. One-time increase for aerial surveillance in Las Cruces District..... + 10
d. One-time increase for stabilization of Guadalupe Ruin (Interim Chacoan Mgmt. Plan)..... + 30
e. One-time increase for subsurface testing and stabilization of Teypama..... + 12
f. One-time increase for recordation and experimental stabilization of Arroyo del Taji Pictographs..... + 13
g. One-time increase for implementation of Chacoan Community Cultural Resource Interim Management Plan..... + 28
h. Base increase to hire a WAE for implementation of Intermi Chacoan Mgmt. Plan..... + 21

2. Natural History:
a. Base increase to complete high priority NHRM work..... + 4
C. FY 1981 AWP Cost Target..... $250

II. Component Specifics:

A. Cultural Resources Management (45) - Plan 1 WM participation in a workgroup to prepare a management study of the Anasazi Cultural in the Four Corners Area.

B. Natural History Resource Management (47) - Assess damage and threat to Fort Stanton Cave National Natural Landmark and prepare a proposal for HQ by the end of January 1981, outlining protection measures or other recommended action.

/4332 - WILDERNESS PROGRAMS /

I. Cost Target Adjustments ($000):

a.	FY 1981 /Base	$276
B.	Adjustments	
	1. Base increase to adjust for WSA planning amendments	+ 95
C.	FY 1981 AWP Cost Target	$371

II. Component Specifics:

A. Instant Study Areas (ISA's)

1. Complete coordination with USFS on Guadalupe Canyon ISA. Submit to WO (430) by June 15, 1981, a schedule for joint study or by September 15 a proposed nonsuitable study report.

2. By September 15, submit 35 copies each of the proposed final study report and proposed FEIS to WO (430) for El Malpais ISA. Assume that work associated with responding to changes in the documents and final printing and distribution costs will be programmed in FY 82.

B. Study, Initiate wilderness planning amendment for Chaco-San Juan MFP. This amendment will be charged to wilderness (4332).

C. Management. D. Wood or an alternate should plan to participate in a work group on wilderness management policy to analyze public comment on the draft policy guidelines and to develop a final policy document (0.5 wm).

NEW MEXICO

/ 4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustment ($000):

A. FY 1981 base (Recreation Management $153/Visual Resource Management $8)..... $161
B. Adjustments
1. Base increase to complete priority recreation work... + 54
C. FY 1981 AWP Cost Targets..... 215

II. Component Specifics:

A. Recreation Management (Comp. 49, 50 & 51)

1. Prepare a cave management manual supplement. Submit to Headquarters (420) for review prior to publishing.

2. Complete the ORV designation work as follows: (see directives in Instruction Memo No. 80-645 for guidance on ORV designations for wilderness study areas and modify your planned accomplishments accordingly.)

Taos RMP Area	200,000 acres	Phase 1
San Antonia Mtn.	14,000 "	Phase 5
3 Wilderness Study Areas	30,560 "	Phases 1, 2, 3, 4, 5, 6, & 7
6 Wilderness Study Areas	55,570 "	Phases 1, 2, 3, 4, 5, 6, & 7
3 Wilderness Study Areas	35,000 "	Phase 5
Chaco Planning Unit	600,000 "	Phase 2
Stallion-Ladrone P.U.	846,000 "	Phase 3, 4, 5, 6, & 7
Anapra ORV Area	7,400 "	Phases 1, 2, 3, 4, 5, 6, & 7
Airport ORV Area	2,250 "	Phases 1, 2, 3, 4, 5, 6, & 7
Las Cruces/Lordsburg RMP	2,924,000 "	Phase 1
White Sands/Las Cruces		Phases 1 & 2
Lordsburg/San Augustine/ Divide		Phases 1 & 2

/ 4340 - SOIL, WATER AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1172

B. Adjustments:

1. One-time increase..... + 550

C. FY 1981 AWP Cost Target..... $1722

II. Component Specifics:

A. Water (52): $1071

1. Water use inventory and water rights $120
2. Water control structure maintenance $200
3. Rio Puerco research support $50
4. Implementation of 208 project $250
5. Three new permanent full-time positions are provided for the water use inventory program

B. Soil (53): $510

1. Rio Puerco research support $50

C. Air (54): $39

1. Establish acid rain monitoring station, conduct climate and air quality inventory $26
2. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center, two participants allocated; submit names of nominees to HQ 202.

D. Earth Science (59): $102

1. Continue paleontological inventories
2. Continue salvage operations where paleontologic resources are threatened by development

NEW MEXICO

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 460
B.	Adjustments:	
	1. Base increase for habitat development	+ 40
	2. One-time increases for:	
	a. Resource inventory	+ 220
	b. Habitat development	+ 260
	c. T/E species	+ 70
C.	FY 1981 AWP Cost Target	$1,050

II. Component Specifics:

A. Use $300 for habitat development in 8 Sikes Act HMPs and other areas and implement your proposed IPA position with the New Mexico Department of Game and Fish;

B. Continue efforts for desert bighorn sheep habitat restoration;

C. Protect and enhance habitat for the bald eagle and peregrine falcon;

D. Complete a fishery study involving water rights for the Red River; and

E. Consider a special study for three endangered plants (potential candidates for listing.)

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$116
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$116

II. Component Specifics:

A. Implement the Normal Fire Year Plan with emphasis on the Initial Attack program.

B. Plan to participate at the November meeting of the Bureau Fire Equipment Committee.

C. Plan on a one week HQ detail to complete the Fire Management Planning Manual.

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$509
B.	Adjustments:	
	1. One-time Increase	+461
C.	FY 1981 AWP Cost Target	$970

II. Component Specifics:

1. One-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

2. Plan to charge your wilderness MFP amendment and associated environmetal analysis to 4332 - Wilderness.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $267
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $267

II. Component Specifics:

A. The Level 6 maintenance costs are estimated at $700/mo. after expiration of the warranty.

B. Acquisition of additional equipment in FY 1980 is uncertain at this time. However, your existing configuration should allow you to utilize your personnel resources to good advantage in FY 1981.

C. The maintenance costs for the Data General are computed at $1,360/mo. after expiration of a one-year warranty.

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $498
B. Adjustments:
1. Base increase for surveys..... + 62
C. FY 1981 AWP Cost Target..... $560

II. Component Specifics: None

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $79
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $79

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, State, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conferences.

D. Within available funding, consider establishing one full-time EEO counselor.

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $48
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $48

NEW MEXICO

II. Component Specifics:

A. Additional W/M requirements (non-criminal) must be funded from benefiting subactivity.

B. Your cost target does not include any funding for cooperative agreements.

C. Arizona has been directed to arrange an interagency law enforcement/investigator meeting concerning the theft and destruction of cultural resources (BLM Special Agents from New Mexico, California, Nevada, Utah and Colorado should be invited as well as respresentatives from other agencies).

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$2,106
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$2,106

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $10,205. 25% of this total would generate a 4800 base of $2,551. Provide an analysis of the advantages/disadvantages of this method of determining 4800 base cost targets.

B. Provide adequate assistance from the Chief, Branch of Records and Data Management, for a Records and Paperwork Systems Technical Review.

/ 8100 - RANGE IMPROVEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (25% of total FY 1980 receipts)..... $ 765

B. Adjustments:
1. One-time increase for AMP Implementation
a. Rio Puerco, East Socorro and East Roswell EIS Areas..... + 700

C. FY 1981 AWP Cost Target..... $1,465

II. Component Specifics:

A. The cost target will be adjusted once the actual receipts for FY 1980 are known and the FY 1980 carryover has been calculated.

B. A full 25% of the receipts will be returned to the States in accordance with Section 401(b)(1) of FLPMA.

/ 8200 - RANGE IMPROVEMENTS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $34
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $34

II. Component Specifics: None

NEW MEXICO

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments:

A. FY 1981 Base..... $10
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $10

II. Component Specifics:

A. Your cost target of $10 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

DATE: 8/21/80

STATE: NEW MEXICO

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $1,033

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	1800	1800	1800			1900	1900	1900	1800	1800	1800	1900	2000	2000	2100	2100	2100	2300	2200	2400
FY 1981 BASE	1185	2020	100			118	85	15	608	426	82	56	71	1504	112	276	161	1172	460	116
ONE-TIME ADJUST.		+547												+ 1624	+113			+550	+550	
BASE ADJUSTMENT								+ 2					+ 24		+ 25	+ 95	+ 54		+ 40	
FY 81 AWP COST TARGET	1185	2567	100			118	85	17	608	426	82	56	95	3128	250	371	215	1722	1050	116

DATE: 8/21/80

STATE: NEW MEXICO

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2000	2100	1600	2300		3200	2300														
FY 1981 BASE	509	267	498	79		48	2106				74	25	184	170	765	34					10
ONE-TIME ADJUST.	+461														+700						
BASE ADJUSTMENT			+ 62																		
FY 81 AWP COST TARGET	970	267	560	79		48	2106				74	25	184	170	1465	34					10

OREGON - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is: 1,071

BLM	1,043
YACC	28
Total	1,071

Your YACC T/O is tentative pending final determination of the program for FY 1981.

- Your FTP FY 1981 T/O includes a tentative increase of 3 positions, which are funded in your base. These positions are allocated for the following programs:

Program	Positions
Wildlife Habitat Management	+ 1
Soil, Water and Air Management	+ 2
Total	+ 3

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 548. This includes an increase of 15 positions over last years EOY ceiling. These positions are funded in your one-time increase and are not to be WAE's. These positions are to be used in the rangeland management program for on-the-ground implementation work. Of the total increase of 15 positions, one position is specifically designated to provide support to the wild horse and burro program.

- See General Directives for instruction concerning organization and manpower.

/ INVENTORY/PLANNING/ENVIRONMENTAL SCHEDULE /

The following schedule summarizes your priority inventory, planning, and environmental commitments for FY 1981 through FY 1985. Your AWP should be developed to meet these assigned schedules.

OREGON -- INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Lakeview	Warner Lakes High Desert Lost River	Warner Lakes High Desert Lost River Grazing	EIS (Complete)	--	--	--	--
Burns	Riley Andrews	Riley Andrews Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	John Day	John Day Grazing	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
Vale	N. Malheur	N. Malheur Grazing	MFP Amend.Inv. (Complete)	MFP Amend. (Complete)	EIS (Complete)	--	--
	S. Malheur	S. Malheur Grazing	Inventory (Complete)	URA-MFP (Complete)	E.I.S. (Complete)	--	--
Prineville	Central Oregon Deschutes (S. Portion)	Brothers Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	Central Oregon Deschutes (N. Portion)	Two Rivers Grazing	RMP-Inv. (Initiate)	RMP-Inv.	RMP-Inv. (Complete)	RMP	RMP (Complete)
Salem	Tillamook Tamhill Alsea	Westside Timber	EIS (Initiate)	EIS (Complete)	--	--	--

002

OREGON -- INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Salem	Clackamas Santiam	Eastside / Timber	EIS (Initiate)	EIS (Complete)	--	--	--
	Mohawk Dorena	Upper Willamette / Timber	URA-MFP (Complete)	EIS (Initiate)	EIS (Complete)	--	--
	NOTI Lorane	Siuslaw / Timber	URA-MFP (Complete)	EIS (Initiate)	EIS (Complete)	--	--
Roseburg	N. Umpqua S. Umpqua Drain Dillard	N. Umpqua S. Umpqua Drain Dillard / Timber	URA-MFP (Complete	EIS (Initiate)	EIS (Complete)	--	--
Coos Bay	Smith-Umpqua Loon Lake Coos River Burnt Mt. Myrtlewood	Southcoast-Curry / Timber	EIS (Complete)	--	--	--	--
Medford	Rogue River Butte Falls Klamath	Jackson-Klamath / Grazing	MFP Amend.Inv. (Complete)	MFP Amend. (Complete)	EIS	--	--
	Glendale Galice Grants Pass	Josephine / Grazing	MFP Amend.Inv. (Complete)	MFP Amend. (Complete)	EIS (Complete)	--	--

OREGON

/ EVALUATION /

Plan for the Associate State Director to serve as a team member on the Utah General Management Evaluation scheduled for December 1-12, 1980.

Plan to support the HQ conducted Planning and Environmental Coordination Evaluation scheduled for January 5-16, 1981.

/ PROCUREMENT PLANNING /

1. Darlene Bishett is to plan one (1) work-month and one (1) trip to the SC (week duration) in support of the Word Processing System Procurement WAR.

2. Joe Salmonese is to plan a 1/2 work-month to assist in the development and preparation of the Bureau's reprographic and printing management manual. Also plan for one trip to the Service Center (3 days) for finalization of the manual.

/ CONSTRUCTION & MAINTENANCE ASSISTANCE SCHEDULED (D-420) /

In FY 1981, the SC is planning to assist you on the projects listed below and shown in the General Directive. You will be contacted relative to scheduling and information to be submitted to them so that assistance can be provided.

Activity	Project Name	Remarks
2110	Eugene D.O. Complex	Contract renegotiated (if necessary) and NE design review
2110	Salem D.O. Complex	Final inspection
2110	Horning Seed Orchard	Warranty inspection combine with Salem D.O. complex inspection or Eugene D.O. complex A/E Design review-estimate. One day each E.E. and M.E.

OREGON

/ 2110 - BUILDING CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $192
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $192

II. Component Specifics:

Funds to be used to complete Phase II of Burns Junction Fire Center.

/ 2120 - RECREATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $26
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $26

II. Component Specifics:

A. Funds to be used to construct a complete potable water system at Chukar Park Recreation Complex.

/ 2140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $143
B. Adjustments
1. One-time increase for preliminary acquisition work - Yaquina Head Natural Area..... + 35
C. FY 1981 AWP Cost Target..... $178

II. Component Specifics:

A. The $35 one-time increase is for core drilling and other preliminary activities needed to acquire fee title to land at Yaquina Head. Efforts are currently underway to secure funding through LWCF (9400). We will keep you informed of progress being made.

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $231
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $231

II. Component Specifics: None

/ 2220 - RECREATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $220
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $220

II. Component Specifics: None

/ 2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $262
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $262

II. Component Specifics: None

/ 4111 - OIL AND GAS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $305
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $305

II. Component Specifics: None

/ 4112 - Coal /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 2
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 2

II. Component Specifics:

A. Indicate any additional needs you may have in FY 1981 related to administration of your existing leases.

B. Plan to prepare a brief report in FY 1981 containing maps showing where coal occurs within your area of administration, your analysis of the coal program workload through 1985, and any other comments you may have about the coal program.

/ 4113 - GEOTHERMAL /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $87
B. Adjustments
1. Base increase for WM costs..... + 8
C. FY 1981 AWP Cost Target..... $95

II. Component Specifics:

A. Dave Sinclair should plan to participate in a USGS/BLM planning and coordination workshop, to be held in the Geothermal Supervisor's Office in Palo Alto, California.

/ 4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000):

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $63
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $63

II. Component Specifics: None

/ 4132 - MINING LAW ADMINISTRATION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $80
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $80

II. Component Specifics: None

/ 4211 - ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $195
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $195

II. Component Specifics: None

/ 4212 - NON-ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $404
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $404

II. Component Specifics:

A. Lack of funds precludes authorizing the additional funds you have requested for your WAE Realty Specialist position. As a result, there are no Oregon Realty Specialist positions available to recruit applicants for the January 1981 Beginning Lands School via Vacancy Announcement DSC 80-390.

36 - Mining Claim Recordation

- Provide 20 work-months for check and review of survey land description of 6,000 townships coded by the Records Improvement Project for final acceptance.

/ 4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $170
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $170

II. Component Specifics:

A. Evaluate the number of reviews you indicated would be completed (120) in FY 1981. Your previously submitted schedule is for 60 reviews.

/ 4310 - FOREST MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $625
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $625

II. Component Specifics:

A. Within program capability, meet your assigned timber harvest and meet local demand for other forest products.

B. Assign Bob Mitchell, Karl Renny, and Fred Pastori as team members to prepare a BLM Timber Appraisal Manual 9353, during FY 1981 in Oregon. Contact Headquarters for specifics.

/ 4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments:

A. FY 1981 Base..... $348
B. Adjustments
1. One-time increase..... +100
C. FY 1981 AWP Cost Target..... $448

II. Component Specifics:

A. Your other-than-permanent position ceiling has been increased one position to provide support as requested in your FY 1981 PAWP.

B. Remove 500 wild horses from within your jurisdiction.

C. Adopt 500 wild horses through the Burns District corrals.

D. Adopt 1,500 excess animals through the Eugene and Spanaway Distribution centers.

/ 4322 - GRAZING MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,758
B. Adjustments
1. One-time increase for Inventory..... + 276
2. One-time increase for Implementation..... + 490
3. One-time increase for Economic Dependency Study with OSU..... + 15
C. FY 1981 AWP Cost Target..... $2,539

II. Component Specifics:

A. Your one-time inventory funding is for: (Acres and dollars in Thousands)

Owyhee	- 510 A @ .30	=	$ 152
John Day	- 135 A @ .40	=	54
Two Rivers	- 307 A @ .10	=	31
Spokane	- 195 A @ .20	=	39
			$ 276

B. The one-time implementation increase ($490) is for implementation efforts within the Drewsey EIS area, as outlined in your PAWP submission.

/ 4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (CRM $44/NHRM $0)..... $ 44
B. Adjustments
1. Cultural:
a. One-time increase for patrol and surveillance in Vale District..... + 8
b. One-time increase for patrol and surveillance in Lakeview District..... + 5
c. One-time increase for aerial surveillance in Baker District..... + 8
2. Natural History:
a. Base increase to complete high priority NHRM work..... + 4
b. One-time increase for protection and use supervision of Juniper Forest Natural Area.... + 5
c. One-time increase for NHRM inventory procurement..... + 10
C. FY 1981 AWP Cost Target..... $ 84

II. Component Specifics:

A. Natural History Resource Management (47) - One-time increase for NHRM inventory procurement ($10) from The Nature Conservancy's Oregon Natural Heritage Program:

/ 4332 - WILDERNESS PROGRAM /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $319
B. Adjustment
1. Base decrease to adjust for WSA planning amendments..... -189
C. FY 1981 AWP Cost Target..... $130

II. Component Specifics:

A. ISA's. By April 15, submit 35 copies each of the proposed final study reports to HQ (430) for Lost Forest and Western Juniper ISA's. Be prepared to respond to changes in the documents as required during the administrative review process and be prepared to print and distribute the final study reports when approved.

B. Management. D. Geary or an alternate should plan to participate in a work group on wilderness management policy to analyze public comment on the draft policy guidelines and to develop a final policy document (.5 wm).

/ 4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (Recreation Management $76/Visual Resource Management $16)..... $ 92

B. Adjustments

1. Base increase to complete priority recreation work..... + 75

C. FY 1981 AWP Cost Target..... $167

II. Component Specifics:

A. Visual Resource Management (VRM)

1. The base VRM funding of $16 is to be used for inventory and other priority work. Refer to 6330 for additional guidance.

B. Recreation Management (Comp. 49, 50 and 51)

1. Complete the ORV designation work as shown below. Also include ORV designation work for all other BPS efforts sheduled in the State including work complete on O&C lands (subactivity 6330).

Drewsey	684,000 acres	Phase 4, 5, 6 and 7
High Desert, Lost River Warner Lakes	3,366,000 "	Phase 5, 6, and 7
Baker	428,000 "	Phase 4, 5, 6 and 7
Benton-Franklin Co.	30,000 "	Phase 3 and 4
Brothers	1,023,000 "	Phase 2 and 3
Riley-Andrews	2,668,000 "	Phase 2
Upper Columbia	112,000 "	Phase 5

2. Develop and conduct a pilot training session for personnel who will be issuing violation notices under the new Wild/Scenic River regulations (43 CFR 8351.2). HQ 420 and 711 will assist in developing and conducting this course.

/ 4340 - SOIL, WATER, AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $759
B. Adjustments
1. One-time increase..... +100
C. FY 1981 AWP Cost Target..... $859

II. Component Specifics:

A. Water (52): $310

1. Water use inventories and water rights, $110
2. Baseline data for Drassey, Ironside, Brothers, and Harney Range EIS.
3. Implement water resources inventories (7210) on planning units and Grazing EIS areas to coincide with Bureau planning schedule.
4. Water quality monitoring for 208 program.
5. Gully controls, $20.
6. Two new permanent full-time positions are provided for the water use inventory program.

B. Soil (53): $404

C. Air (54): $35

1. Climate and air quality inventory $21.
2. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center, three participants allocated; submit names of nominees to HQ 202.

D. Earth Science (59): $10

1. Initiate paleontological resource inventories.
2. Initiate an inventory of hazard potential due to Mt. St. Helens Ash fallout.

E. Endangered Resource Protection (58): $100

1. Threatened and endangered plants.

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 410
B. Adjustments
1. Base increase for habitat development and related added position..... + 190
2. One-time increases for:

a. Resource inventory..... + 100
b. Habitat development..... + 700
c. T/E animals..... + 100
C. FY 1981 AWP Cost Target..... $1,500

II. Component Specifics:

A. Use $890 and the added permanent position for habitat development within 15 HMP areas, including coho salmon habitat restoration in the Tioga Creek and Bear Creek HMPs;
B. Enhance, protect and inventory anadromous fish habitat;
C. Support Mt. St. Helens impact studies; and
D. Your cost target for T/E plants is $100, chargeable to 4340.

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $522
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $522

II. Component Specifics:

A. Implement the Normal Fire Year Plan with emphasis on the Initial Attack program.

B. Plan to participate on the Bureau Fire Equipment Committee.

C. Plan to participate on the ALDS/RAWS analysis.

D. Plan to participate in a one-week HQ detail to provide resource input into the Fire Management Planning Manual (.5 W/M's).

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $358
B. Adjustments
1. One-time increase..... +257
C. FY 1981 AWP Cost Target..... $615

II. Component Specifics:

One-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $258
B. Adjustments
1. Base increase as follows:..... None
C. FY 1981 AWP Cost Target..... $258

II. Component Specifics:

A. Plan one SO W/M and one DO W/M for assistance to a SC WAR to develop and test an Electronic Mail capability. Field input is desired in the planning and testing phases to assure that information can be properly handled, controlled, and described.

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $825
B. Adjustments
1. Base decrease for survey..... - 85
C. FY 1981 AWP Cost Target..... $740

II. Component Specifics:

A. Give high priority to remonumentation of identified original corners in Eastern Oregon Districts with substantial timber programs.

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $84
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $84

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, State, and regional conferences for women's and ethnic minority groups (e.g., FEW NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conferences.

D. Within available funding, consider establishing one full-time EEO counselor.

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $145
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $145

II. Component Specifics:

A. Allocate $66 for existing cooperative agreements with local law enforcement agencies; $79 for W/M capability.

B. Additional W/M requirements (non-criminal) must be funded from benefiting subactivity.

C. Arrange interagency meeting of concerned law enforcement/investigative agencies regarding timber thefts. BLM Agents from Idaho, Alaska, California should be invited to attend as well as representatives from other agencies.

D. Arrange to have a Special Agent detailed to HQ to work on the development of a preventive Law Enforcement Program for 4-5 days.

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $2,589
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $2,589

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $7,909. 25% of this total would generate a 4800 base of $1,977. Provide an analysis of the advantages/disadvantages of this method of determining 4800 base cost targets.

OREGON AND CALIFORNIA GRANT LANDS (O&C)

I. General

A. Your total O&C program is $900 over the O&C funding authorization. Your AWP should be reduced by this amount to bring the total O&C cost target back in line with the total O&C availability of $42,817.

B. Plan $60 for O&C share of Forest Service Medford Nursery Expansion. This funding will be transferred to the Forest Service at the Washington Office.

C. Plan $30 for Sign Shop in Arizona from 6100.

D. Because of diminished timber receipts and declining reserves for FY 1980 we can't assume that it's business as usual during FY 1981. It is advisable that reserves be created by reducing the level of construction for FY 1981 and/or reserving all or part of construction funds transferred to FHWA. Incorporate into your final AWP submission several banding exercises that show reasonable reserve alternatives and the components that make up the various reserve amounts. This exercise is important if sound judgments are to be made.

/ 6110 - BUILDING CONSTRUCTION (O&C) /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $262
B. Adjustments
1. One-time decrease adjustment transfer to 6310 and 6320..... - 60
C. FY 1981 AWP Cost Target..... $202

II. Component Specifics:

A. Funds are for completion of Roseburg Warehouse Expansion.

/ 6120 - RECREATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $330
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $330

II. Component Specifics:

A. Construction of 30 unit parking area and boat ramp at Fishermen's Bend and foot trail and interpretive stations at Wildwood recreation area.

/ 6130 - TRANSPORTATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $172
B. Adjustments
1. One-tme increase for work-month and contract costs ..... + 42
C. FY 1981 AWP Cost Target..... $214

II. Component Specifics: None

/ 6140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 390
B. Adjustments..... +1,450
C. FY 1981 AWP Cost Target..... $1,840

II. Component Specifics:

A. One-time increase is for purchase of land for CASSO at Provost Oregon, and Purchase of T&C easement deferred in FY 1980.

/ 6210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$384
B.	Adjustments	+100
C.	FY 1981 AWP Cost Target	$484

II. Component Specifics:

A. One-time increase for Salem Office which will be operational by January 1981.

/ 6220 - RECREATION MAINTENANCE O&C /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$1,024
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$1,024

II. Component Specifics: None

/ 6230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$4,017
B.	Adjustments	-1,070
C.	FY 1981 AWP Cost Target	$2,947

II. Component Specifics:

A. One-time decrease in Building Maintenance, Land and Easement Acquisition, and FHWA.

/ 6310 - FOREST MANAGEMENT (O&C) /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$28,346
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$28,346

II. Component Specifics:

A. You should reevaluate your program priorities and funding shifts and give highest priority to achieving full allowable harvest levels, and supporting forest development activities in all sustained yield units.

B. Bill Cowan and Bob Bainbridge should plan for a two-week detail to HQ during the first quarter of FY 1981 to assist on update of BLM Manual 5400.

/ 6320 - RANGE MANAGEMENT (O&C) /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 132
B.	Adjustments	+ 64
C.	FY 1981 AWP Cost Target	196

II. Component Specifics:

A. Add on is for funding needed for the Medford Grazing EIS.

/ 6330 - RECREATION MANAGEMENT (O&C) /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 725
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	725

II. Component Specifics:

A. Visual Resource Management (VRM)

1. Complete, during FY 81, a task force assignment to adjust the VRM system to respond to the special needs of the O&C landownership situation. The results of this endeavor will become Bureau policy and be printed as a section of BLM Manual 8400. Task Force leader for this should be Ron Russell, Oregon S.O. Landscape Architect (3 work-months). He will receive assistance from W.O. Landscape Architect Robert Ross. The other members of the group will be: a logging systems specialist and silviculturist from the S.O. Forestry staff, as well a person from that staff that functions at a higher

administrative level. Visual resource specialist assistance from the various Oregon D.O.'s should include: Chuck Telford, Roseburg; Slim Erickson, Euguene; Roy Mobley, Salem; Andy Wenchel, Coos Bay; and vice Dave Starkie, Medford. Each of these people should plan on 2 work-months to devote to the task force effort. Three meetings will be scheduled for the process as follows: the first will take place in Portland to establish goals and make assignments, the second will be in Eugene and will be a field trip assignment. The third will also be in Eugene and will be the final writing and conclusions meeting. The first will be 3 days and the second and third each 1 week.

2. Provide 2 work-months from Salem D.O. for input to the Yaquina Head Outstanding Natural Area for the purpose of dealing with the visual management considerations.

/ 6340 - SOIL, WATER, AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$613
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$613

II. Component Specifics: None

/ 6350 - WILDLIFE MANAGEMENT (O&C) /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$852
B.	Adjustments	- 20
C.	FY 1981 AWP Cost Target	$832

II. Component Specifics:

A. One-time decrease in general wildlife program operations.

/ 6360 - FIRE PROTECTION/MANAGEMENT (O&C) /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$2,481
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$2,481

II. Component Specifics: None

OREGON

/ 6410 - MULTIPLE USE PLANNING (O&C) /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $595
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $595

II. Component Specifics: None

/ 6420 - DATA MANAGEMENT (O&C) /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $294
B. Adjustments..... -160
C. FY 1981 AWP Cost Target..... $134

II. Component Specifics:

A. One-time decrease in keypunch operations.

/ 6520 - CADASTRAL SURVEY (O&C)/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $350
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $350

II. Component Specifics: None

/ 6800 - PROGRAM SERVICES (O&C) /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $2,200
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $2,200

II. Component Specifics: None

/ 8100 - RANGE IMPROVEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (25% of Total FY 1980 Receipts)..... $512
B. Adjustments
1. One-time add-on for AMP Implementation
a. Drewsey and Ironside EIS Areas..... +325
2. One-time add-on for Rangeland Drill Maintenance... + 75
C. FY 1981 AWP Cost Target..... $912

II. Component Specifics:

A. The cost target will be adjusted once the actual receipts for FY 1980 are known and the FY 1980 carryover has been calculated.

B. A full 25% of the receipts will be returned to the States in accordance with Section 401(b)(1) of FLPMA.

/ 9400 - LAND AND WATER CONSERVATION FUND (LWCF) /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... None
B. Adjustments
1. One-time increase for Rogue River Wild and Scenic Rivers..... + 665
C. FY 1981 AWP Cost Target..... $ 665

II. Component Specifics: None

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $40
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $40

II. Component Specifics:

A. Your cost target of $40 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

DATE: 8/21/80

STATE: OREGON

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $2,970

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	2000	2000	2000			2300	2300		2000	2000	2000	1900	2300	2300	2200	2200	2200	2300	2300	2100
FY 1981 BASE	305	2	87			63	80		195	404	170	625	348	1758	44	319	92	759	410	522
ONE-TIME ADJUST.													+ 100	+781	+ 36			+100	+900	
BASE ADJUSTMENT			+ 8												+ 4	-189	+ 75		+190	
FY 81 AWP COST TARGET	305	2	95			63	80		195	404	170	625	448	2539	84	130	167	859	1500	522

023

DATE: 8/21/80

STATE: OREGON

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2100	2500	2000	2800		3200	2800														
FY 1981 BASE	358	258	825	84		145	2589	192	26		143	231	220	262	512						40
ONE-TIME ADJUST.	+257										+35				+400			+665			
BASE ADJUSTMENT			- 85																		
FY 81 AWP COST TARGET	615	258	740	84		145	2589	192	26		178	231	220	262	912			665			40

024

DATE: 8/21/80

STATE: OREGON

SUBJECT: FY 1981 COST TARGET CONTROLS

	6110	6120	6130	6140	6210	6220	6230	6310	6320	6330	6340	6350	6360	6410	6420	6520	6800			
AVG. W.M. COST																				
FY 1981 BASE	262	330	172	390	384	1024	4017	28346	132	725	613	852	2481	595	294	350	2200			
ONE-TIME ADJUST.	-60		+42	†450	+100		-1070		+64			-20			-160					
BASE ADJUSTMENT																				
FY 81 AWP COST TARGET	202	330	214	1840	484	1024	2947	28346	196	725	613	832	2481	595	134	350	2200			

UTAH - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is: 467.

BLM	449
YACC	18
Total	467

Your YACC T/O is tentative pending final determination of the program for FY 1981.

- Your FTP FY 1981 T/O includes a tentative increase of 8 positions which are funded in your base. These positions are allocated for the following programs:

Program	Positions
Coal	+5
Grazing Management	+1
Wildlife Habitat Management	+1
Soil, Water and Air Management	+1
Total	+8

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 213. This includes an increase of 20 positions over last year's EOY ceiling. These positions are funded in your one-time increase and are not to be WAE's. These positions are to be used in the rangeland management program for on-the-ground implementation work. Of the total increase of 20 positions, one position is specifically designated to provide support to the wild horse and burro program.

- See General Directives for instruction concerning organization and manpower.

/ INVENTORY/PLANNING/ENVIRONMENTAL SCHEDULE /

The following schedule summarizes your priority inventory, planning, and environmental commitments for FY 1981 through FY 1985. Your AWP should be developed to meet these assigned schedules.

UTAH -- INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Moab	Price River	Price River, Price River, Wanis, Summerville Range Creek / Grazing/Coal	EIS (Complete)	--	--	--	--
	Grand	Grand / Grazing	RMP-Inv. (Complete)	RMP	RMP (Complete)	--	--
Vernal	Diamond Mtn.	Ashley Creek Duchesne / Grazing/Coal	EIS (Complete)	--	--	--	--
	Bookcliffs	Brookcliffs / Grazing	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
Cedar City	Beaver River	Pinyon / Grazing	URA-MFP (Complete)	EIS (Complete)	--	--	--
	Beaver River	Cedar, Cedar, Beaver River Garfield P.U.s / GRAZING fool	Inventory (Initiate)	Inventory (Complete)	URA-MFP (Complete)	EIS (Complete)	--
Richfield	Henry Mtn.	Henry Mtn., Henry Mtn., Under the Ledges, R.U. / Grazing/Coal	URA-MFP (Complete)	EIS (Complete)	--	--	--
	House Range	House Range / Grazing	RMP-Inv. (Initiate)	RMP-Inv.	RMP-Inv. (Complete)	RMP	RMP (Complete)
Salt Lake	Pony Express	Toole Gold Hill, Onaqui, Oyuirich, Skull Valley, Lakeside, Salt Flat / Grazing	Inventory (Complete)	URA-MFP (Complete)	EIS (Complete)	--	--

UTAH - INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Cedar City	Kanab and Escalante	Kanab and Escalante / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--
Moab	San Rafael	San Rafael / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--
Cedar City	Virgin River	Virgin River / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--
Vernal	Diamond Mtn.	Diamond Mtn. / Wilderness	MFP Amend. (Initiate)	MFP Amend. (Complete)	--	--	--

/ EVALUATION /

Plan for Lloyd Ferguson to serve as a team member on the Resource Inventory Evaluation scheduled for January 5 - March 27, 1981.

Plan to support the HQ conducted General Management Evaluation scheduled for December 1-12, 1980. The team will visit the Cedar City and Moab District Offices.

Plan some contact with the study team for the Cultural Resources Evaluation scheduled for April 6-17, 1981.

/ CONSTRUCTION & MAINTENANCE ASSISTANCE SCHEDULED (D-420) /

In FY 1981 the SC is planning to assist you on the projects listed below and shown in the General Directive. You will be contacted relative to scheduling and information to be submitted to them so that assistance can be provided.

Activity	Project Name	Remarks
2210	Henry Mtn RAH Maintenance Plan (Hanksville)	Prepare detailed maintenance plan for new pre-engineered steel buildings, including preventive maintenance for all major systems.
2210	Hanksville Housing Area Maintenance Plan	Prepare a detailed maintenance and operation plan for BLM-owned family housing.

/ 2140- LAND AND EASEMENT ACQUISITIONS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $85
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $85

II. Component Specifics: None

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $216
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $216

II. Component Specifics: None

/ 2220 - RECREATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $348
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $348

II. Component Specifics: None

/ 2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $240
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $240

II. Component Specifics: None

/ 4111 - OIL AND GAS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 789
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 789

II. Component Specifics: None

/ 4112 - COAL /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$1,086
B.	Adjustments	
	1. One-time increase for technical investigations	+ 385
	2. One-time increase for coal related air quality technical assistance	+ 19
C.	FY 1981 AWP Cost Target	$1,490

II. Component Specifics:

A. Your FY 1981 base cost target includes funding necessary to complete the work identified in the June 1, 1980, "Planning and Budgeting Report" prepared by the Office of Coal Management. The following is a summary of the workload identified in the report for Utah.

Utah

Workload Elements	Planned Units or ($000)
Lease applications	2
PRLA's	11(5) number in Parenthesis is number of EA's to be prepared
MFP Amendment (Henry Mts.)	.5
Exploration Licenses	5
Modifications	4
Readjustments	8
Mining and Reclamation Plan Reviews	18
Activity Plans (Uinta SW Utah)	$308
Inventories	$ 48

Note: The above dollar figures include 01 Support at 21% as per your PAWP FY 1980 cost projections (01 Support is approximately 21% of your total coal program).

B. Analyze your FY 1981 coal program workload in accordance with the 4112 General Subactivity Directives and identify additional needs, if appropriate. The Office of Coal Management added 21% to the costs computed from the "Planning and Budgeting Report" for your 01 Support component. Indicate in your AWP submittal additional needs for processing of the Utah Power and Light coal exchange which is not accounted for in the planning and budgeting report schedules or cost estimates.

C. Based on a preliminary analysis of the Bureauwide needs for increased positions, USO should plan to receive 5 new positions. You should include them in your AWP workload projections and idenfity the work to be accomplished witht he additional positions. See the General Subactivity Directives concerning the new positions to be distributed in FY 1981.

D. See the 4112 subactivity General Directives for information concerning technical investigations. Technical investigations will be funded by a one-time increase in FY 1981.

E. Plan to conduct the following air quality work in support of the coal program in FY 81 to be funded by a one-time increase.

1. Plan to spend 1 WM for technical assistance in the development of air quality component contracts for coal management and related activities.

2. Plan to spend 1 WM for technical assistance to determine how the land-use planning system can be used to identify air quality constraints on coal managment activities.

3. Plan to contribute $15 of your 4112 Subactivity funds to a State level Air Quality inventory which will use existing data primarily from the state Air Quality control office and other valid sources to identify: 1) non-attainment areas; 2) Class I areas; 3) proposed or future Class I areas; and 4) those Class II areas where the remaining air quality increment may pose restrictions on coal use or coal development. This is a multi-activity project.

For more information concerning work to be performed under this one-time increase, contact Stan Coloff, Air Quality Specialist in the Washington Planning Office (FTS 343-7417).

/ 4113 - GEOTHERMAL /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $88
B. Adjustments
1. Base increase - WM cost..... + 5
C. FY 1981 AWP Cost Target..... $93

II. Component Specifics: None

/ 4114 - OIL SHALE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 18
B.	Adjustments	
	1. Base increase for Tar Sands	+ 24
C.	FY 1981 AWP Cost Target	$ 42

II. Component Specifics:

A. The Under Secretary's Oil Shale decision will require amending existing MFPs to permit consideration of additional prototype leasing and the preparation of an environmental statement for a permanent leasing program. Cost target adjustments will be made after the necessary funding is approved by Congress. Program guidance will be forth coming in an Instruction Memo.

B. Tar Sands - 12 WMs are provided to begin implementation of the impending decision on combined HydroCarbon leases. Implementation will consist of environmental assessment and tract selection. Guidance will be provided as developments occur.

/ 4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 115
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 115

II. Component Specifics: None

/ 4132 - MINING LAW ADMINISTRATION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 120
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 120

II. Component Specifics:

Charles Honsburgh is to plan on participating in a two week detail to assist in the development of a manual sections for the 43 CFR 3809 regulations. The date and place will be announced at a later date. Travel and per diem will be paid by HQ.

/ 4133 - MINERAL LEASING /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 51
B.	Adjustments	
	A. Base increase - Wm Costs	+ 3
C.	FY 1981 AWP Cost Target	$ 54

II. Component Specifics:

A. Complete processing and issue 4 potassium and 3 phosphate lease readjustments.

/ 4211 - ENERGY RELATED REALTY /

I. Cost Target Adjustment ($000):

A.	FY 1981 Base	$ 600
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 600

II. Component Specifics: None

/ 4212 - NON-ENERGY RELATED REALTY /

I. Cost Target Adjustment ($000):

A.	FY 1981 Base	$ 491
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 491

II. Component Specifics: None

/ 4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustment ($000):

A.	FY 1981 Base	$ 101
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 101

II. Component Specifics: None

/ 4310 - FOREST MANAGEMENT /

I. Cost Target Adjustment ($000):

A.	FY 1981 Base	$ 87
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 87

II. Component Specifics:

A. Continue to meet demand for fuelwood and other forest products within program capabilities.

/ 4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 116
B.	Adjustments	
	1. One-time Increase	+ 24
C.	FY 1981 AWP Cost Target	$ 140

II. Component Specifics:

A. Remove and adopt 250 excess wild horses within your jurisdiction.

B. Initiate Herd Management Area Plans in the following areas: Range Creek; Bible; North Hills; Chokecherry; Sulphur; Blawn; and, Eleanor.

C. Your other-than-permanent position ceiling has been increased one position to provide support to the wild horse and burro program.

/ 4322 - GRAZING MANAGEMENT (COMPONENT 44) /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,604
B. Adjustments:
1. One-time increase for Inventory..... +1,373
2. One-time increase for Implementation..... + 790
C. FY 1981 AWP Cost Target..... $3,767

II. Component Specifics:

A. Your one-time inventory funding is for: (Acres and Dollars in Thousands)

Pinyon	- 924 A @ .05	=	$ 46
Henry Mountain	- 1,487 A @ .05	=	74
Tooele	- 1,312 A @ .25	=	328
Grand	- 1,614 A @ .35	=	564
Bookcliffs	- 603 A @ .35	=	211
Cedar	- 750 A @ .20	=	150
			$1,373

B. The one-time implementation increase ($790) is for implementation efforts within the Hot Desert (if litigation is settled), Randolph, Three Corners, and Parker Mountain, as outlined in your PAWP submission.

C. Your permanent position ceiling is increased by one position for an Implementation/Monitoring Specialist to be attached to the State Office.

/ 4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (CRM $262/NHRM $0)..... $ 262

B. Adjustments
   1. Cultural:
      a. One-time increase for Grand Gulch protection..... + 37
      b. One-time increase for Jarvie site..... + 10
   2. Natural History:
      a. Base increase to complete high priority NHRM work + 5
      b. One-time increase for protection of critical natural history resources..... + 10

C. FY 1981 Final Cost Target..... $ 324

II. Component Specifics:

A. Cultural Resource Management (45):

1. Funding provided includes $105 in base and a one-time add-on of $37 for protection of CR in Grand Gulch.

2. Conduct analysis of cultural resources in Alkali Ridge area threatened by destruction from uranium, oil and gas exploration activities. Prepare proposal for submittal to HQ, by the end of January 1981, outlining protection and funding needs.

3. Plan 1 WM participation in a workgroup to prepare a management study of the Anasazi Culture in the Four Corners area.

/ 4332 - WILDERNESS PROGRAMS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 533
B. Adjustment:
   1. Base increase to adjust for WSA planning amendments.. + 32
C. FY 1981 AWP Cost Target..... $ 565

II. Component Specifics:

A. ISA's.

1. Between October 1 and May 15, extensively revise as directed by HQ (430) the current draft study reports for Book Cliffs and Joshua Tree ISA's.

2. Submit 35 copies each by June 15, to HQ (430) of the proposed final study reports for Book Cliffs and Joshua Tree ISA's. Be prepared to respond to changes as required in the proposed final study reports during the administrative review process and be prepared to print and distribute the final study reports when approved.

3. Submit by June 15 a schedule for studying and reporting or by September 15 the proposed final nonsuitable study reports for Link Flats, Dark Canyon, North Escalante, The Gulch, Phipps Death Hollow, Grand Gulch, Devils Garden, and Escalante ISA's (dependent upon final resolution of protests/appeals and inventory decisions). Assume that work associated with responding to changes in September 15 documents and final printing costs would be programmed for FY 82.

B. Study. Initiate wilderness planning amendments for Kanab-Escalante, San Rafael, Virgin River, and Diamond Mountain MFP's. Three amendments will be charged to wilderness (4332) and one amendment to planning (4410); identify in your AWP narrative which amendments will be charged to which subactivity.

/ 4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustment ($000):

A.	FY 1981 Base (Recreation Management $240/Visual Resource Management $27)	$ 267
B.	Adjustments	
	1. Base increase to complete priority recreation work	+ 103
C.	FY 1981 AWP Cost Target	$ 370

II. Component Specifics:

A. Visual Resource Management (VRM)

1. Reed Stalder and Bob Talley should each plan one work month to assist with development of oil, gas, and coal stipulations for VRM. A one-week meeting is scheduled in Sacramento, California for this effort in late winter.

2. Mr. Stalder should also plan for one work month to assist with the development of specific visual simulator training aids to be distributed to all State Offices with visual simulators. He should plan a one-week trip to University of California at Berkeley to coordinate this effort.

B. Recreation Management (Comp. 49, 50 & 51)

1. Complete the ORV designation work as follows:

Gold Hill P.U.			330,000	Phase 1
Onaqui/Oquirrh	P.U.		300,000	Phase 1
Skull Valley	P.U.		1,080,000	Phase 1
Salt Flats	P.U.		330,000	Phase 1
Old RR Grade		(C.A.)	1,000	Phase 1
Knolls		(C.A.)	92,000	Phase 1
Pinyon	P.U.		1,076,000	Phase 1
Escalante			629,000	Phases 3, 4, 5, 6, & 7
Trough Hollow		(C.A.)	60,000	Phase 1
Mtn. Valley			461,000	Phases 3, 4, 5, 6, & 7
Henry Mtn.			1,610,000	Phase 2
House Range			2,343,000	Phase 1
Price River			1,100,000	Phases 4, 5, 6, & 7
San Rafael			1,800,000	Phases 4, 5, 6, & 7
Canyon Rims		(C.A.)	1,000	Phases 4, 5, 6, & 7
Negro Bill		(C.A.)	600	Phases 4, 5, 6, & 7
Colo. River Scenic Way		(C.A.)	5,000	Phases 1, 2, 3, 4, 5, 6, & 7
Bookcliffs			1,036,000	Phase 1
Duchesne	P.U.		194,000	Phases 2, 3, & 4
Ashley Creek	P.U.		240,000	Phases 1 & 2
Grand				Phase 1
Beaver River				Phase 1

2. HQ-240 will pay for travel and per diem for P. Boos' detail to Washington.

UTAH

/ 4340 - SOIL, WATER, AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,315
B. Adjustments
1. One-time increase..... + 650
C. FY 1981 AWP Cost Target..... $1,965

II. Component Specifics:

A. Water (52): $895

1. Water use inventories and water rights $220
2. Colorado River Salinity monitors $60
3. Assist SC (450) to establish a salinity control research project
4. One new permanent full-time position is provided for the water use inventory program.

B. Soil (53): $950

1. Soil vegetation correlation (range site data) $50

C. Air (54): $115

1. Continue climate and air quality inventory and acid rain and visibility monitoring $100
2. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center, three participants allocated; submit names of nominees to HQ 202

D. Earth Science (59): $5

1. Continue investigation of dinosaur remains in Price District

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 490
B.	Adjustments	
	1. Base increases for:	
	a. Added position	+ 30
	b. Habitat development	+ 80
	2. One-time increases for:	
	a. Resource inventory	+ 130
	b. Habitat development	+ 700
	c. T/E species	+ 170
C.	FY 1981 AWP Cost Target	$1,600

II. Component Specifics:

A. Use $810 and the added permanent fisheries position for habitat development within 33 HMPs and 5 other areas;

B. Continue habitat restoration, protection and study efforts for desert bighorn sheep, Bonneville cutthroat, woundfin and Virgin River chub;

C. Continue support of the Big River endangered fish recovery plan efforts;

D. Consider initiating the Biological Science Publication and Information module program; and

E. Continue Deep Creek Mtn. studies.

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 165
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 165

II. Component Specifics:

A. Plan to participate in the Normal Unit Strength Task Force.

B. Implement the Normal Fire Year Plan with emphasis on the Initial Attack program.

C. Plan to participate on the Bureau Fire Equipment Committee.

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 590
B.	Adjustments:	
	1. One-time Increase	+ 285
C.	FY 1981 AWP Cost Target	$ 875

II. Component Specifics:

1. One-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

2. Plan to charge one MFP wilderness amendment and associated environmental analysis to the 4410 subactivity.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments (000):

A.	FY 1981 Base	$ 160

B. Adjustments:
1. Base increase as follows..... + 10
Maintenance of Level 6 + 10
C. FY 1981 AWP Cost Target..... $ 170

II. Component Specifics:

A. Site preparation funding is not included in your costs target.

B. Level 6 equipment has been procured for your State Office.

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 439
B. Adjustments:
1. Base decrease for surveys..... - 9
C. FY 1981 AWP Cost Target..... $ 430

II. Component Specifics:

Program for surveys along the Wasatch Front Range under the FS/BLM MOA #136 dated 3/19/80.

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY/

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 59
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 59

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, state, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, Amercian GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conferences.

D. Within available funding, consider establishing one full-time EEO counselor.

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 45
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 45

II. Component Specifics:

A. Allocate $17 for existing cooperative agreements with local law enforcement agencies; $28 for WM capability.

B. Additional WM requirements (non-criminal) must be funded from benefiting subactivity.

C. Arizona has been directed to arrange an interagency law enforcement/investigator meeting concerning the theft and destruction of cultural resources (BLM Special Agents from New Mexico, California, Nevada, Utah and Colorado should be invited as well as representatives from other agencies).

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $2,211
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $2,211

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $9,909. 25% of this total would generate a 4800 base of $2,477. Provide an analysis of the advantages/disadvantages of this method of determining 4800 base cost targets.

B. A HQ team will conduct a follow-up of the Communications Technical Service Review of your State, plan for 1/4 work for you Telecommunications Coordinator and time for other personnel of your option.

/ 8100 - RANGE IMPROVEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (25% of Total FY 1980 receipts)..... $ 385
B. Adjustments
1. One-time add-on for AMP Implementation within completed EIS area..... + 300
C. FY 1981 AWP Cost Target..... $ 685

II. Component Specifics:

A. The cost target will be adjusted once the actual receipts for FY 1980 are known and the FY 1980 carryover has been calculated.

B. A full 25% of the receipts will be returned to the States in accordance with Section 401(b)(1) of the FLPMA.

/ 8200 - RANGE IMPROVEMENTS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 2
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 2

II. Component Specifics: None

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 206
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 206

II. Component Specifics:

A. Your cost target of $206 includes $180 for the Wasatch Front Range. The other $26 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

DATE: 8/21/80

STATE: UTAH

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $1,411

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	2000	2000	2000	2000		2000	2000	2000	1800	1800	1800	1900	2200	2200	2300	2300	2300	2400	2100	1900
FY 1981 BASE	789	1086	88	18		115	120	51	600	491	101	87	116	1604	262	533	267	1315	490	165
ONE-TIME ADJUST.		+404											+ 24	2163	+ 57			+650	+1000	
BASE ADJUSTMENT			+ 5	+ 24				+ 3							+ 5	+ 32	+103		+110	
FY 81 AWP COST TARGET	789	1490	93	42		115	120	54	600	491	101	87	140	3767	324	565	370	1965	1600	165

DATE: 8/21/80

STATE: UTAH

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2100	2400	2100	2800		3800	2800														
FY 1981 BASE	590	160	439	59		45	2211				85	216	348	240	385	2					206
ONE-TIME ADJUST.	+285														+300						
BASE ADJUSTMENT		+ 10	- 9																		
FY 81 AWP COST TARGET	875	170	430	59		45	2211				85	216	348	240	685	2					206

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WYOMING - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is: 416.

- Your FTP FY 1981 T/O includes a tentative increase of 18 positions which are funded in your base. These positions are allocated for the following programs:

Program	Positions
Coal	+13
Grazing Management	+ 1
Wild Horse and Burro Management	+ 1
Wildlife habitat Management	+ 1
Soil, Water and Air Management	+ 1
Cadastral Survey	+ 1
Total	+18

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 214. This includes an increase of 3 positions over last years EOY ceiling. These positions are funded in your one-time increase and are not to be WAE's. These positions are to be used in the range land management program for on-the-ground implementation work. Of the total increase of 3 positions, one position is specifically designated to provide support to the wild horse and burro program.

- See General Directives for instruction concerning organization and manpower.

/ INVENTTORY/PLANNING/ENVIRONMENTAL SCHEDULE /

The following schedule summarizes your priority inventory, planning, and environmental commitments for FY 1981 through FY 1985. Your AWP should be developed to meet these assigned schedules.

WYOMING - INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Worland	Grass Creek	Grass Creek / Grazing	MFP-EIS (Complete)	--	--	--	--
Rawlins	Divide	Divide-Ferris / Grazing	Inventory (Complete)	URA-MFP (Complete)	EIS (Complete)	--	--
	Divide	Overland / Grazing	Inventory (Complete)	URA-MFP (Complete)	EIS (Complete)	--	--
	Lander	Green Mtn. / Grazing	EIS (Complete)	--	--	--	--
	Lander	Gas Hills / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)
Rock Springs	Big Sandy	Pilot Butte Sandy / Grazing/Coal	URA-MFP/ EIS (Grazing-Complete)	EIS (Coal-Initiate)	EIS (Coal-Complete)	--	--
	Salt Wells	Salt Wells / Grazing/Coal	URA-MFP/ EIS (Grazing) (Complete)	EIS (Coal-Initiate)	EIS (Coal - Complete)	--	--
	Kemmerer	Pioneer Trails / Coal	MFP-Amend. (Complete)	EIS (Coal-Initiate)	EIS (Coal-Complete)	--	--
	Kemmerer	Kemmerer / Grazing	Pre-Plan Anal. (Complete)	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)

WYOMING -- INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Casper	Platte River	Platte River / Grazing	RMP-Inv. (Initiate)	RMP-Inv. (Complete)	RMP	RMP (Complete)	--
	Platte River	E. Powder River (Converse) / Coal	MFP-Amend. (Complete)	EIS (Coal-Initiate)	EIS (Complete)	--	--
	Buffalo	E. Power River (CAMBELL) / Coal	EIS (Coal-Initiate)	EIS (Coal-Complete)	--	--	--
	Buffalo	W. Powder River (Sheridan-Johnson) / Coal	MFP-Amend. (Coal-Complete)	-	EIS (Coal-Initiate)	EIS (Coal-Complete)	--
	Newcastle	Newcastle / Grazing	MFP (Complete)	--	--	--	--
Rock Springs	Kemmerer	Pioneer Trails / Wilderness	MFP-Amend. (Initiate)	MFP-Amend. (Complete)	--	--	--

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WYOMING

/ EVALUATION /

Plan for John Kwiatksowski to serve as a team member on the ADP Evaluation scheduled for October 6 - December 26, 1980.

Plan for Robert Wilbur to serve as a team member on the Evaluations Study scheduled for May 19-30, 1981.

Plan some contact with the study team for the Cultural Resources Evaluation scheduled for April 6-17, 1981.

/ PROCUREMENT PLANNING /

Avis Rostrum is to plan one-half work month and one (1) trip to HQ (2 weeks) to work on preparation for Small Purchases and Negotiated Contracts for SO/OCS Procurement Personnel Course WAR's.

Jerry Carter is to plan one (1) work month and two (2) trips of one week each (to the HQ and SC) in support of the Word Processing System Procurement WAR.

/CONSTRUCTION & MAINTENANCE ASSISTANCE SCHEDULED (D-420) /

In FY 1981, the SC is planning to assist you on the projects listed below and shown in the General Directive. You will be contacted relative to scheduling and information to be submitted to them so that assistance can be provided. See attached sheet at end of Specific Directions for listing of Projects.

WYOMING

/ 2110 - BUILDING CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $114
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $114

II. Component Specifics:

A. Funds to be spent for construction of Rawlins D.O. Warehouse - Phase II.

/ 2130 - TRANSPORTATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $349
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $349

II. Component Specifics:

A. Funds to be applied to the construction of multi-use roads and to sign shop operations.

/ 2140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $144
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $144

II. Component Specifics: None

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$115
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$115

II. Component Specifics: None

/ 2220 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$180
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$180

II. Component Specifics: None

/ 2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$220
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$220

II. Component Specifics: None

/ 4111 - OIL AND GAS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$1,677
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$1,677

II. Component Specifics: None

/ 4112 - COAL /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$3,285
B.	Adjustments	
	1. One-time increase for Technical Investigations	+706
	2. One-time increase for coal related air quality technical assistance	+ 56
C.	FY 1981 AWP Cost Target	$4,047

II. Component Specifics:

A. Based on a preliminary analysis of Bureauwide needs for increased positions, WSO should plan to receive 13 new positions. You should include them in your AWP workload projections and identify the work to be accomplished with the additional positions. See the General Subactivity Directives concerning the new positions to be distributed in FY 1981.

B. Your FY 1981 base cost target includes funding necessary to complete the work identified in the June 1, 1980, "Planning and Budgeting Report" prepared by the Office of Coal Management. The following is a summary of the work load identified in the report for Wyoming.

WYOMING

Workload Elements	Planned Units or ($000)
Lease Applications	1
PRIA's	27(7) number in parenthesis indicates number of EA's
Exchanges	1
Site Specific EIS	5 (not included in cost target)
Activity Plans (GR-HF, PR)	$291
MFP Amendments (Pilot Butte/Sandy, Salt Wells, Pioneer trails, Western Powder River)	2.5
Exploration Licenses	2
Modifications	1
Readjustments	5
Mining and Reclamation Plan Review	34
Inventories	$1,278

Note: The above dollar figures include 01 support at 51% as per your PAWP FY 80 cost projections. This figure (51%) is extremely high. Values were reported from 14% to your high 51%.

C. Analyze your FY 1981 coal program workload in accordance with the 4112 subactivity General Directives and identify additional needs, if appropriate. The Office of Coal Management added 51% to the costs computed from the "Planning and Budgeting Report" for your 01 support component. The 5 projected site specific EIS's were not included since they have not been specifically identified. Indicate what site specific EIS funds will be needed, if any. The funds included in your FY 1981 base for the Powder River Activity Plan are primarily for WM since the contracts were to be obligated in FY 1980. Indicate additional needs for the Fish and Wildlife Service Support and additional contracts.

D. See the 4112 subactivity General Directives for information concerning technical investigations to be conducted in FY 1981. Technical investigations will be funded by a one time increase in FY 1981.

WYOMING

Wyoming's one-time increase for Technical Investigations is an approximate 40% increase from the total amount funded for Technical Investigations completed in the State in FY 1980. This has been done to initiate an effort to bring the information concerning reclaimability of potential minable Federal coal lands and the environmental impacts of mining on these lands to similar levels to those sections of the Green River-Hams Fork and Powder River Coal Regions outside of Wyoming. This information is necessary to allow decisive and timely leasing decisions. This will require an active re-examination of the EMRIA program within Wyoming and increased coordination on Technical Investigations among Wyoming, Montana and Colorado Coal Coordinators and EMRIA Coordinators, in concert with the Office of Coal Management.

E. Provide a brief explanation in your AWP submittal of the Fish and Wildlife Service (FWS) support functions in your Eastern Powder River Activity plan. What will FWS provide, and what will the cost add to the total cost of the activity plan. Also, explain what the future benefits of the work would be in terms of applicability to other Coal Activity Plans, etc.

F. Plan to conduct the following air quality work in support of the coal program in FY 1981 to be funded by a one-time increase.

1. Plan to spend 2 WM's for technical assistance in the development of air quality component contracts for coal management and related activities.

2. Plan to spend 1 WM for technical assistance to determine how the land-use planning system can be used to identify air quality constraints on coal management activities.

3. Plan to contribute $50 to develop and manage a contract to establish a Bureauwide capability for air quality modeling services, including visibility modeling and coal strip mine emissions data analysis.

4. Participate in air quality workshops for State Office air quality specialists and air quality coordinators.

For further information concerning work to be performed under this one-time incease, contact Stan Coloff, Air Quality Specialist in the Washington Planning Office (FTS 343-7417).

/ 4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$185
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$185

II. Component Specifics: None

/ 4132 - MINING LAW ADMINISTRATION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$100
B.	Adjustments	
	1. Worland laboratory (Base increase)	+ 18
C.	FY 1981 AWP Cost Target	$118

II. Component Specifics:

A. The $18 increase is provided to fund the Worland (Bentonite) laboratory since its relationship to Energy minerals was not clearly established in your submission; that portion of the funding has been provided in this subactivity.

/ 4133 - MINERAL LEASING /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 37
B.	Adjustments	
	1. Base increase - WM cost	+ 3
C.	FY 1981 AWP Cost Target	40

II. Component Specifics:

A. Complete processing and issue 17 sodium lease renewals.

B. Complete Regional Sodium EA in Rock Springs District by end of second quarter of FY 1981.

/ 4211 - ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$809
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$809

II. Component Specifics: None

/ 4212 - NON-ENERGY RELATED REALTY/

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$416
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$416

II. Component Specifics: None

/ 4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$102
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$102

II. Component Specifics: None

WYOMING

/ 4310 - FOREST MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$424
B.	Adjustments	- 7
C.	FY 1981 AWP Cost Target	$417

II. Component Specifics:

A. Funding is not available to maintain FY 1980 levels. Within program capability meet your assigned timber harvest, and respond to demand for fuelwood and other forest products.

/ 4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$302
B.	Adjustments	
	1. Base Increase	+ 21
	2. One-time Increase	+228
C.	FY 1981 AWP Cost Target	$551

II. Component Specifics:

A. Remove 2200 excess wild horses from within your jurisdication.

B. Adopt 1,000 excess animals from the Rock Springs District corrals.

C. Plan and support the adoption of 500 excess animals through a contract distribution center in eastern Nebraska.

D. Your base has been increased to provide support for one permanent full time position to be located in the Rock Springs District Office.

WYOMING

E. The position to be occupied by Robert Springer will be carried on the W.O. table of organization and funded by 440.

F. Your other-than-permanent position ceiling has been increased one position to provide support to the wild horse and burro program.

/ 4322 - GRAZING MANAGEMENT (COMPONENT 44) /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,295
B. Adjustments:
1. One-time increase for Inventory..... +1,104
2. One-time increase for Implementation..... + 470
C. FY 1981 AWP Cost Target..... $2,869

II. Component Specifics:

A. Your one-time inventory funding is for: (Acres and dollars in Thousands)

Salt Wells-Pilot Butte	- 975 A @ .16	=	$ 156
Overland	- 1,700 A @ .30	=	518
Platt River	- 1,400 A @ .30	=	420
Washakie	- 100 A @ .10	=	10
			$1,104

B. The one-time implementation increase ($470) is for implementation efforts within Sandy and Seven Lakes EIS areas as outlined in your PAWP submission.

C. Your permanent position ceiling increased by one position for an Implementation/Monitoring Specialist to be attached to the State Office.

/ 4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (CRM $88 NHRM $0)..... $ 88
B. Adjustments:
1. Natural History:
a. Base increase to complete high priority NHRM work..... + 5
b. One-time increase for NHRM inventory procurement..... + 10
C. FY 1981 AWP Cost Target..... $103

II. Component Specifics:

A. Natural History Resource Management (47):

1. The one-time increase is for inventory procurement from The Nature Conservancy Natural Heritage Program in Wyoming:

2. Assess damage and threat to Como Bluff National Natural Landmark and prepare a proposal for HQ by the end of January 1981, outlining protection measures or other recommended action.

/ 4332 - WILDERNESS PROGRAMS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$358
B.	Adjustments:	
	1. Base decrease to adjust for WSA planning amendments	-199
C.	FY 1981 AWP Cost Target	$159

II. Component Specifics:

A. ISA's. No later than December 1, 1981 publish and file draft EIS for Scab Creek ISA. By May 15, 1981 submit 35 copies each of the proposed final study reports and proposed FEIS for Scab Creek ISA to HQ (430). Be prepared to respond to changes in the documents as required during the administrative review process and be prepared to print and distribute the final study reports when approved.

B. Study. Initiate wilderness planning amendment for the Pioneer Trails MFP. Costs for this amendment to be charged to planning (4410).

C. Management. W. Erickson or an alternate should plan to participate in a work group to coordinate and assist in organizing a joint Forest Service/BLM Interagency Meeing on Wilderness Management (0.5 wm).

/ 4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (Recreation Management $178/Visual Resource Management $21)..... $199
B. Adjustments
1. One-time increase to complete priority recreation work..... + 12
C. FY 1981 AWP Cost Target..... $211

II. Component Specifics:

A. Visual Resource Management (VRM):

1. State Landscape Architect Tom Lahti should plan on one work month to assist with the preparation and presentation of the VRM training program scheduled for Denver in late winter 1981.

2. Mr. Lahti should also plan to attend a 2-day coordination meeting with the BLM/Forest Service regarding the on-going effort to make necessary adjustments to the respective visual management programs. This meeting will be held in Denver.

B. Recreation Management (Comp. 49, 50 and 51):

1. The $12 increase is provided to hire temporary personnel to fill in behind Bob Barry in the Worland D.O. who is detailed to the Headquarters Office for 3 work months to complete the Recreation Opportunity Spectrum manual development work. HQ (420) will pay travel and per diem for Mr. Berry's detail to Washington.

2. Complete the ORV designation work as follows:

		(Acres)	
Grass Creek EIS		1,004,000	Phase 2
Paint Rock Canyon	(Critical)	36,000	Phases 1, 2, 3, 4, 5, 6, & 7
Green Mtn. EIS		1,380,000	Phase 7
Overland EIS		1,291,000	Phase 1
Divide/Basin EIS		810,000	Phase 1
Lake Mtn./Miller Mtn.	(Critical)	60,000	Phases 1, 2, 3, 4, 5, 6, & 7
Platte River EIS		253,000	Phases 1 & 2
Weston P.U.		76,000	Phase 1
Campbell P.U.		236,000	Phases 1 & 2
Sheridan P.U.		51,000	Phases 1 & 2
Johnson P.U.		464,000	Phases 1, 2, 3, 4, 5, & 6
Middle Fork	(Critical)	48,000	Phase 7
Natrona EIS		1,165,000	Phase 7
Big Sandy EIS		2,004,000	Phases 2, 3, 4, 5, & 6
Salt Wells EIS		1,400,000	Phases 2, 3, 4, 5, & 6
Green River	(Critical)	15,000	Phase 1

/ 4340 - SOIL, WATER, AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,038
B. Adjustments:
1. One-time increase..... + 600
C. FY 1981 AWP Cost Target..... $1,638

II. Component Specifics:

A. Water (52): $919

1. Water use inventories and water rights $250
2. Water control structures maintenance $70
3. Implementation of 208 project on Fifteen Mile Creek $64
4. Green River Cooperative Project with Wyoming Agriculture $5
5. Identification and classification of hazardous waste sites $50
6. One new permanent full-time position is provided for the water use inventory program.

B. Soil (53): $539

1. Soil surveys for Green River and Fifteen Mile Creek 208 projects $24

C. Air (54): $50

1. Establish acid rain monitoring station and conduct climate and air quality inventory $40
2. Air Quality Training, Course No., 7100-1, National Advanced Resource Training Center, three positions allocated; submit names of nominees to HQ 202

D. Earth Science (59): $310

1. Geological atlas of Big Horn/Wachakie Basins or geologic hazard inventory $40

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 330
B.	Adjustments:	
1.	Base increase for:	
a.	Added position	+ 30
b.	Habitat development and maintenance	+ 40
2.	One-time increases for:	
a.	Resource inventory	+ 415
b.	Habitat development	+ 180
c.	Wintering bald eagle study	+ 69
d.	Other T/E species	+ 336
C..	FY 1981 AWP Cost Target	$1,400

II. Component Specifics:

A. Continue T/E species inventories for the bald eagle, peregrine falcon, and black-footed ferret;

B. Use $250 and the added, State office permanent wildlife biologist position for habitat development within 7 HMPs and other areas and nongame program development;

C. Consider initiating work on the Bighorn Mountains elk range study; Whiskey Mtn. Bighorn Sheep range fencing project and the Grass Creek-Salt Wells Resource Area fisheries study.

D. Use your $69 one-time increase for the FWS-contracted bald eagle study, as per HQ memorandum of July 18, 1980.

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$184
B.	Adjustments:	
	1. One-time increase for crew facilities	+ 36
C.	FY 1981 AWP Cost Target	$220

II. Component Specifics:

A. Plan on participating on the Normal Unit Strength Task Force.

B. Implement the Normal Fire Year Plan with emphasis on the Initial Attack program.

C. Plan a two-week HQ detail for Manual revisions.

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$439
B.	Adjustments	
	1. One-time increase	+401
C.	FY 1981 AWP Cost Target	$840

II. Component Specifics:

1. One-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

2. Plan to charge one MFP wilderness amendment associated environmental analysis to the 4410 subactivity.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$154
B.	Adjustments:	
	1. Base increase for additional W/M cost	+ 25
C.	FY 1981 AWP Cost Target	$179

II. Component Specifics:

A. Level 6 maintenance estimated at $700/mo. after expiration of the 90-day warranty.

B. Data General Maintenance is estimated at $1,360/mo. after expiration of the one-year warranty.

C. Additional W/M costs are provided (10 @ $2,500) to cover cost of key entry and digitizing supervisory personnel. Data entry will be charged directly to benefitting subactivity. Accordingly, cost target is not provided in 4420.

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$414
B.	Adjustments:	
	1. Base decrease for surveys	- 14
C.	FY 1981 AWP Cost Target	$400

II. Component Specifics: None

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $90
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $90

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, state, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conferences.

D. Within available funding, consider establishing one full-time EEO counselor.

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $55
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $55

II. Component Specifics:

A. Additional W/M requirements (non-criminal) must be funded from benefiting subactivity.

B. Your Cost Target does not include any funding for cooperative agreements.

WYOMING

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $2,618
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $2,618

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $12,024. 25% of this total would generate a 4800 base of $3,006. Provide an analysis of the advantages/disadvantages of this method of determining 4800 base cost targets.

B. A HQ Team will conduct a Communications Technical Service Review of your State, plan 1/2 work month for your Telecommunications Coordinator and time for other personnel of your option.

/ 8100 - RANGE IMPROVEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (25% of Total FY 1980 receipts)..... $ 797
B. Adjustments
1. One-time add-on for AWP Implementation
a. Fencing and Water developments within the Seven Lakes and Sandy EIS Areas..... + 700
C. FY 1981 AWP Cost Target..... $1,497

II. Component Specifics:

A. The cost target will be adjusted once the actual receipts for FY 1980 are known and the FY 1980 carryover has been calculated.

B. A full 25% of the receipts will be returned to the States in accordance with Section 401(b)(1) of FLPMA.

WYOMING

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $20
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $20

II. Component Specifics:

A. Your cost target of $20 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

FY 1981 FY 1981 TECHNICAL ASSISTANCE DSC, ENG DIV. (D-420)

State Wyoming State Contact Person Jerry Jessen

Project Name	Estimated Work-Months (by discipline)	Total Estimated Work-Months	Narrative
Preliminary Bridge Design (Statewide)	2 WM Bridge Engineer	2 WM	Preliminary design or evaluation of standard design of several bridges needing immediate replacement.
Bridge Evaluation (Statewide)	1 WM Bridge Engineer	1 WM	Load rating and condition surveys of existing bridges on public lands.
Building Design Assistance	2 WM ME 2 WM EE 2 WM ARCH.	6 WM	Assist the State Office in designing the first phase of the Worland Office Complex and the renovation of the Cody Post Office Building.
Building Evaluation	1/2 WM ME 1/2 WM EE	1 WM	Cyclic evaluation of Wyoming's office facilities.

DATE: 8/21/80

STATE: WYOMING

TRAVEL CEILING: $1,295

SUBJECT: FY 1981 COST TARGET CONTROLS

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	1900	2000	2			2000	2000	2000	1800	1800	1800	2000	2100	2100	2200	2200	2200	2000	2300	2300
FY 1981 BASE	1677	3285				185	100	37	809	416	102	424	302	1295	88	358	199	1038	330	184
ONE-TIME ADJUST.		+762											+228	+1574	+10		+12	+600	+1000	+36
BASE ADJUSTMENT							+18	+3				-7	+21		+5	799			+70	
FY 81 AWP COST TARGET	1677	4047				185	118	40	809	416	102	417	551	2869	103	159	211	1638	1400	220

C25

DATE: 8/21/80

STATE: WYOMING

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2100	2500	2100	2500		2600	2500														
FY 1981 BASE	439	154	414	90		55	2618	114		349	144	115	180	220	797						20
ONE-TIME ADJUST.	+401														+700						
BASE ADJUSTMENT		+25	-14																		
FY 81 AWP COST TARGET	840	179	400	90		55	2618	114		349	144	115	180	220	1497						20

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EASTERN STATES - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is: 109

- Your FTP FY 1981 T/O includes a tentative increase of 6 positions which are funded in your base. These positions are allocated for the following programs:

Program	Positions
Coal	+4
Wild Horse and Burro Management	+1
Soil, Water, and Air Management	+1
Total	+6

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 83. This includes an increase of 1 position over last years EOY ceiling. This position is specifically designated to provide support to your wild horse and burro program. It is funded in your one-time increase and is not to be WAE.

- See General Directives for instruction concerning organization and manpower.

/ INVENTORY/PLANNING/ENVIRONMENTAL SCHEDULE/

The following schedule summarizes your priority inventory, planning, and environmental commitements for FY 1981 through FY 1985. Your AWP should be developed to meet these assigned schedules.

ESO - INVENTORY, PLANNING, ENVIRONMENTAL SCHEDULE

DISTRICT	RESOURCE AREA	PLAN NAME / DRIVING PROGRAM	FY-81	FY-82	FY-83	FY-84	FY-85
Lake States	Minnesota	Minnesota / Lands	URA-MFP (Complete)	--	--	--	--
	Wisconsin	Wisconsin / Lands	RMP-Inv. (Complete)	RMP	RMP (Complete)	--	--
	Michigan	Michigan / Lands	Pre-Plan Anal.-Inv. (Complete)	RMP	RMP (Complete	--	--
Tuscaloosa	Florida	Pine Is. Sound / Lands	RMP-Inv. (Complete)	RMP (Complete)	--	--	--
	Alabama	Alabama / Lands	RMP-Inv. (Complete)	RMP	RMP (Complete)	--	--

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EASTERN STATES

/ EVALUATION /

Plan to have Pieter Van Zanden serve as a team member on the Budget Development and Implementation Evaluation scheduled for October 6 - December 26, 1981.

/ 4111 - OIL AND GAS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 246
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 246

II. Component Specifics:

A. Component (26) Environmental assessments on acquired lands outside the national forests will be made by BLM in consultation with the surface managing agency. Where mineral interests in single tracts of land were transferred to BLM by the Federal Farm Mortgage Corporation or the Farmers Home Administration, no on-the-ground examination is necessary. The surface disturbance stipulation (Form 3109-5) was designed to take care of this matter until such time as an application for drilling permit was filed with the Geological Survey. That agency will then do an environmental assessment in consultation with BLM, if appropriate.

B. Component (73) Land resource inventories should be limited to the public land States within the Eastern States area of operations, and should not be initiated for the purpose of searching for unauthorized uses of Federal minerals. The bulk of the acquired lands in the Eastern States are under the jurisdiction of another Federal agency, as U.S. Forest Service. Additionally, the mineral interests in the tracts transferred to Interior by the Farmers Home Administration and the Federal Farm Mortgage Corporation involve fractional mineral interests. The costs of prosecuting trespassers in these situations would be prohibitive, if any are found, and the return to the Government minimal. A new look at this proposal is recommended.

EASTERN STATES

/ 4112 - COAL /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 784
B.	Adjustments	
	1. One-time increase for coal resource inventories	+ 579
	2. One-time increase for technical investigations	+ 517
	3. One-time increase for coal related air quality technical assistance	+ 6
C.	FY 1981 AWP Cost Target	$ 1,886

II. Component Specifics:

A. Your FY 1981 base cost target includes funding necessary to complete the work identified in the June 1, 1980 Planning and Budgeting Report prepared by the Office of Coal Management. The following is a summary of the workload identified in this report for the Eastern States Office.

Work Element	Planned Units or Dollars ($000)
Lease Applications	10
Trespass	$178
Site-specific EIS	6 (not included in base)
Activity Plan (Alabama)	$234
Exploration Licenses	8
Mining and Reclamation Plan Review	4
Inventories	$ 3

NOTE: The above dollar figures include 01 support at 14% as per your PAWP FY 1980 cost projections.

B. Analyse your FY 1981 costs and program workload in accordance with the 4112 General Subactivity Directives and identify additional needs if appropriate. The Office of Coal Management added 14% to the costs computed from the Planning and Budgeting Report for your 01 support component. Also, the 6 projected site-specific EISs were not included since they have not been specifically identified. Indicate what site-specific EIS funds will be needed if any. Funding for site-specific EISs will be added as one-time increases.

C. Based on a preliminary analysis of Bureauwide needs for increased positions, ESO should plan to receive 4 new positions. You should include them in your AWP workload projections and identify the work to be accomplished with the additional positions. See the General Subactivity Directives concerning the new positions to be distributed in FY 1981.

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D. See the 4112 Subactivity General Directives for further information concerning technical investigations to be conducted in FY 1981. Technical investigations will be funded by a one-time increase in FY 1981.

E. Plan to conduct the following air quality work in FY 1981 to be funded by a one-time increase in subactivity 4112.

1. Plan to provide 2 work months (WMs) of technical assistance to the Headquarters Office for the development of air quality component contracts for coal management and related activities.

2. Plan to provide 1 WM for technical assistance to the Headquarters Office to determine how the land-use planning system can be used to identify air quality constraints on coal leasing activities.

For more information concerning work to be performed under this one-time increase, contact Stan Coloff, Air Quality Specialist, in the Washington Planning Office (FTS 343-7417).

F. Your one-time increase for coal resource inventories is to be used to support the U.S. Geological Survey (USGS) in their efforts to obtain coal resource data for the Eastern States area in time to be included in land-use plans prepared by both U.S. Forest Service (USFS) and BLM. The funds may be used for gathering of existing information as well as for contracting with the USGS to conduct exploration (drilling). It must be understood, however, that the BLM should not and does not normally conduct or fund the conduct of exploration drilling for leaseable minerals. It should be made clear to your USGS contacts that it is the Bureau's desire that they program for and obtain funding for all exploration (drilling) work associated with coal resource inventories. The role of the BLM and USFS is to insure that the USGS knows far enough in advance what our data needs are for land-use and activity planning. It is the Bureau's desire also, that the USFS accept the responsibility of coordinating directly with the USGS to insure that adequate data on federally-owned minerals is available for their use in land-use planning.

Provide a summary statement in your FY 1981 AWP outlining the objective of the inventories, and how you plan to determine where the drilling should be conducted.

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/ 4133 - MINERAL LEASING /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 55
B.	Adjustments - Base Increase for W/M Cost	+ 3
C.	FY 1981 AWP Cost Target	$ 58

II. Component Specifics: None

/ 4211 - ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 36
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 36

II. Component Specifics: None

/ 4212 - NON-ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 569
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 569

II. Component Specifics: None

/ 4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 20
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 20

II. Component Specifics: None

EASTERN STATES

/ 4310 - FOREST MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 19
B.	Base decrease	- 7
C.	FY 1981 AWP Cost Target	$ 12

II. Component Specifics:

A. Continue Forestry Resource input into the Bureau Planning System within program capability.

/ 4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 119
B.	Adjustments	
	1. One-time increase	+ 56
C.	FY 1981 AWP Cost Target	$ 175

II. Component Specifics:

A. Adopt 1,500 excess wild horses or burros through the Southeastern Distribution Center - Cross Plains, Tennessee.

B. Your permanent full-time position ceiling has been increased one position to convert Bio-technician WAE to PFT.

C. Your other-than-permanent position ceiling has been increased one position to support the adoption effort.

D. Headquarters Office is considering the feasibility of opening an additional contract distribution center in your jurisdiction. Prepare an analysis of demand within the Eastern States and recommended locations for an additional center. Provide the report by February 28, 1981.

/ 4331 - NATURAL HISTORY AND CULTURAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base (CRM $51/NHRM $0)..... $ 51
B. Adjustments
1. Cultural:
One-time increase for Artichoke Lake Island salvage and data recovery..... + 20
C. FY 1981 AWP Cost Target..... $ 71

II. Component Specifics:

A. Natural History Resource Management (47) - Assess damage and threat to Upper Red Lake Peatland National Natural Landmark, and prepare and submit a proposal to HQ by the end of January 1981, outlining protection measures or other recommended action.

/ 4332 - WILDERNESS PROGRAMS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 64
B. Adjustments
1. Base decrease to adjust for WSA planning amendments - 44
C. FY 1981 AWP Cost Target..... $ 20

II. Component Specifics:

A. Inventory
1. Complete the wilderness inventory for public lands in Michigan and Wisconsin by October 1, 1981.

2. Submit a schedule (based on completing the inventory by October 1, 1986) for the remaining States.

/ 4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ -0-
B. Adjustments
1. One-time increase to complete priority recreation work ..... + 3
C. FY 1981 AWP Cost Target..... $ 3

II. Component Specifics: None

/ 4340 - SOIL, WATER AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 50
B. Adjustments
1. One-time increase..... + 33
C. FY 1981 AWP Cost Target..... $ 83

II. Component Specifics:

A. Water (52): $68
1. Water use inventory and water rights $40.

2. One new permanent full-time position is provided for the water use inventory and water rights programs.

B. Soil (53): $5

C. Air (54)
1. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center, one participant allocated; submit names of nominees to HQ (202).

D. Earth Science (59): $10
1. Literature search and compilation of peat hydrology in Lake States area.

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 50
B. Adjustments
1. One-time increases for:
a. Resource inventory..... + 10
b. Habitat development..... + 10
C. FY 1981 AWP Cost Target..... $ 70

II. Component Specifics:

A. Support planning area inventories in the Lake States;
B. Continue inventory efforts for T/E species and migratory birds;
C. Initiate Sikes Act HMP and ACEC development in Minnesota;
D. Continue identification of wildlife habitat values on scattered BLM land tracts subject to possible disposal; and
E. Use base funding to support a WAE wildlife position in the Tuscaloosa office.

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 158
B.	Adjustments	
	1. One-time increase	+ 53
C.	FY 1981 AWP Cost Target	$ 211

II. Component Specifics:

A. One-time increase has been allocated in accordance with the Inventory/Planning/Environmental Schedule.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 40
B.	Adjustments	
	1. Base increase for level 6 maintenance	+ 10
C.	FY 1981 AWP Cost Target	$ 50

II. Component Specifics:

A. Program the levels of support specified in the PAWP directives.

B. Program sufficient travel so the incumbent of your data processing position can participate in the activities specified in the general directives.

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 290
B.	Adjustments	
	1. Base decrease for surveys	- 50
C.	FY 1981 AWP Cost Target	$ 240

II. Component Specifics:

A. Concentrate on timely response to applications for surveys of omitted lands submitted by private individuals and State and local jurisdictions.

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 35
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 35

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmanative Action Plan will be sent out under separate cover.

B. Plan to participate in local,, state, and regional conferences, for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urgan League, NCIA).

C. Plan for attendance at National EEO Conferences.

D. Within available funding, consider establishing one full-time EEO counselor.

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 73
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 73

II. Component Specifics:

A. Additional WM requirements (non-criminal) must be funded from benefiting subactivity.

B. Arrange interagency meeting of concerned enforcement/investigative personnel regarding coal thefts and trespass. BLM Special Agents from Wyoming and Montana should attend, as well as representatives from other agencies.

C. Your cost target does not include any funding for cooperative agreements.

EASTERN STATES

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 516
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 516

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments. The total of your base cost targets in all other MLR subactivities is $2,581. 25% of this total would generate a 4800 base of $645. Provide an analysis of the advantages/ disadvantages of this method of determining 4800 base cost targets.

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 230
B. Adjustments ..... None
C. FY 1981 AWP Cost Target..... $ 230

II. Component Specifics:

A. Your cost target of $230 includes $100 for survey in Group 15, Missouri, $50 for surveys in Ocala, Florida, and $50 for surveys in Arkansas. The other $30 should be programmed in accordance with the priorities from the Region 8 Forest Service Regional Forester.

DATE: 8/21/80

STATE: EASTERN STATES OFFICE

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $230

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	1800	1800						1800	1700	1700	1700	2200	2000		2200	2200	2200	1600	2000	
FY 1981 BASE	246	784						55	36	569	20	19	119		51	64	-0-	50	50	
ONE-TIME ADJUST.		+1102											+56		+20		+3	+33	+20	
BASE ADJUSTMENT								+3				-7				-44				
FY 81 AWP COST TARGET	246	1886						58	36	569	20	12	175		71	20	3	83	70	

DATE: 8/21/80

STATE: EASTERN STATES OFFICE

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2000	2100	1900	2200		2700	2200														
FY 1981 BASE	158	40	290	35		73	516														230
ONE-TIME ADJUST.	+53																				
BASE ADJUSTMENT		+10	50																		
FY 81 AWP COST TARGET	211	50	240	35		73	516														230

014

ALASKA OCS OFFICE - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is 47.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 12.

- See General Directives for instruction concerning organization and manpower.

/ 4120 - ENERGY OFFSHORE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 1,647
B.	Adjustments	
	1. One-time increase for WM	+ 823
C.	FY 1981 AWP Cost Target	$ 2,470

II. Component Specifics:

A. Continue as COAR in the Dinkum Sands study.

B. The FY 1981 Reoffering Sale (RS-1) will contain only tracts from Alaska sale #55. Therefore, you should plan to hold RS-1. Further guidance on sale procedures, preparation of the EAR, SID and sale notices will be provided by Headquarters.

C. Continue implementation of the Intergovernmental Planning Program for OCS Oil and Gas Leasing, Transportation and Related Facilities by completing the following RTWG activities during FY 1981:

1. Phase I Status Reports for proposed Gulf of Alaska (55) and Navarin Basin (57) sales; Phase II Status Report for completed sale CI; Phase I recommendations for St. George Basin (70), Beaufort (71), Cook Inlet (60), Kodiak (61), Northern Aleutian Shelf (75), Navarin Basin (83), Chukchi (85), Hope (86).

D. Provide 2 weeks for W. Hastings to accomplish the following two reviews: PMOA with Advisory Council on Historic Preservation and Marine Cultural Inventory Manual (8112).

ALASKA OCS OFFICE

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 21
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 21

II. Component Specifics:

A. In upland planning under FLPMA, the Bureau is moving toward systematic and tiered planning which will enable the referencing of previously done work, rather than start each environmental analysis from scratch. By mid-year FY 1981 each OCS Office shall provide to the Office of Planning, Inventory, and Environmental Coordination (through AD-Energy and Minerals) an outline or report of mechanisms by which:

1. Issues and records of affected interests of previous environmental analysis are filed and stored so as to be available for assisting public involvement efforts in subsequent environmental analysis.

2. "Planning" is utilized to coordinate OCS activities with State and local governments.

3. Tiering (40 CFR 1508.28) is used to narrow the range of issues and alternatives that must be dealt with in site-specific environmental analysis.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 18
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 18

II. Component Specifics: None

ALASKA OCS OFFICE

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$	10
B.	Adjustments:		
	1. Base increase for FEORP	+	4
C.	FY 1981 AWP Cost Target	$	14

II. Component Specifics:

A. Base increase of $4 is provided to cover a total of .5 WM for the development and implementation of your Federal Equal Opportunity Recruitment Program. The use of this additional allocation is restricted to the development of a comprehensive FEORP Plan and positive recruitment and hiring efforts to improve the percentage of minorities and women in your office.

B. Plan for attendance at National EEO Conferences.

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$	176
B.	Adjustments		None
C.	FY 1981 AWP Cost Target	$	176

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments.

DATE: 8/21/80

STATE: ALASKA OCS

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $170

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST					3100															
FY 1981 BASE					1647															
ONE-TIME ADJUST.					+823															
BASE ADJUSTMENT																				
FY 81 AWP COST TARGET					2470															

004

DATE: 8/21/80

STATE: ALASKA OCS

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2900	2700		2400			2400														
FY 1981 BASE	21	18		10			176														
ONE-TIME ADJUST.																					
BASE ADJUSTMENT				+ 4																	
FY 81 AWP COST TARGET	21	18		14			176														

005

NEW YORK OCS OFFICE - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is 32.
- Your EOY other than full-time-permanent (OTFTP) position ceiling is 6.
- See General Directives for instruction concerning organization and manpower.

/ 4120 - ENERGY OFFSHORE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 962
B.	Adjustments	
	1. One-time increase for WM	+ 19
C.	FY 1981 AWP Cost Target	$ 981

II. Component Specifics:

A. Continue implementation of the Intergovernmental Planning Program for OCS Oil and Gas Leasing, Transportation and Related Facilities by completing the following RTWG products during FY 1981:

1. Phase II Status Report for Mid-Atlantic sale 49; Phase I recommendations for Mid-Atlantic proposed Sales 59 and 76.

2. Draft and final Regional Transportation Management Plans for sale 40 (draft 12/80; final - 5/81).

3. Phase II Status Report for North Atlantic sale 42; Phase I recommendations for proposed lease sale 52 (North Atlantic).

B. Plan one work month for review of and comment on a NOAA marine sanctuary environmental statement.

C. Provide 2 weeks for Barry Drucker to accomplish the following reviews: Programmatic Memorandum of Agreement (PMOA) with the Advisory Council on Historic Preservation; Marine Cultural Inventory Manual (8112).

NEW YORK OCS OFFICE

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 21
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 21

II. Component Specifics:

A. In upland planning under FLPMA, the Bureau is moving toward systematic and tiered planning which will enable the referencing of previously done work, rather than start each environmental analysis from scratch. By mid-year FY 1981 each OCS Office shall provide to the Office of Planning, Inventory, and Environmental Coordination (through AD-Energy and Minerals) an outline or report of mechanisms by which:

1. Issues and records of affected interests of previous environmental analysis are filed and stored so as to be available for assisting public involvement efforts in subsequent environmental analysis.

2. "Planning" is utilized to coordinate OCS activities with State and local governments.

3. Tiering (40 CFR 1508.28) is used to narrow the range of issues and alternatives that must be dealt with in site-specific environmental analysis.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 10
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 10

II. Component Specifics: None

NEW YORK OCS OFFICE

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 3
B.	Adjustments:	
	1. Base increase for FEORP	+ 11
C.	FY 1981 AWP Cost Target	$ 14

II. Component Specifics:

A. Base increase of $11 is provided to cover .5 WM for the development and implementation of your Federal Equal Opportunity Recruitment Program. The use of this additional allocation is restricted to the development of a comprehensive FEORP Plan and positive recruitment and hiring efforts to improve the percentage of minorities and women in your office.

B. Plan for attendance at National EEO Conferences.

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 90
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 90

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments.

DATE: 8/21/80

STATE: NEW YORK OCS

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $72

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST					2300															
FY 1981 BASE					962															
ONE-TIME ADJUST.					+ 19															
BASE ADJUSTMENT																				
FY 81 AWP COST TARGET					981															

004

DATE: 8/21/80

STATE: NEW YORK OCS

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2300	1600		2200			2200														
FY 1981 BASE	21	10		3			90														
ONE-TIME ADJUST.																					
BASE ADJUSTMENT				+ 11																	
FY 81 AWP COST TARGET	21	10		14			90														

300

NEW ORLEANS OCS OFFICE - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is 47.
- Your EOY other than full-time-permanent (OTFTP) position ceiling is 12.
- See General Directives for instruction concerning organization and manpower.

/ PROCUREMENT PLANNING /

1. Debbie Henne is to plan 1/2 work month and one (1) trip to the SC (week duration) in support of the Word Processing System Procurement WAR. Dave Donato is to plan 1/2 work month and two (2) trips of one week each (to the HQ and the SC) in support of the Word Processing System Procurement WAR (development of a key word indexing system for incorporation into this WAR.

/ 4120 - ENERGY OFFSHORE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 1,458
B.	Adjustments	
	1. One-time increase for work months	+ 267
C.	FY 1981 AWP Cost Target	$ 1,725

II. Component Specifics:

A. Continue implementation of the Intergovernmental Planning Program for OCS Oil and Gas Leasing, Transportation and Related Facilities by completing the following RTWG activities during FY 1981:

1. Phase I Status Report for Gulf of Mexico proposed sales 62 and A62; Phase II Status Reports for Eastern Gulf of Mexico (65) and Gulf of Mexico (45); Phase I recommendations for Gulf of Mexico (66, A66, 67, 72, and 74).

2. Draft and final Gulf of Mexico Regional Transportation Management Plans (draft 10/80; final - 6/81).

3. Phase I Status Report for South Atlantic proposed sale 56; Phase II Status Report for Blake Plateau sale.

4. Phase I recommendations for South Atlantic (78).

B. Plan one work month for review of and comment on a NOAA marine sanctuary environmental statement.

C. Provide 2 weeks for Melanie Stright to review the following documents: Programmatic Memorandum of Agreement (PMOA) with the Advisory Council on Historic Preservation; Marine Cultural Inventory Manual (8112).

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 21
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 21

II. Component Specifics:

A. In upland planning under FLPMA, the Bureau is moving toward systematic and tiered planning which will enable the referencing of previously done work, rather than start each environmental analysis from scratch. By mid-year FY 1981 each OCS Office shall provide to the Office of Planning, Inventory, and Environmental Coordination (through AD-Energy and Minerals) an outline or report of mechanisms by which:

1. Issues and records of affected interests of previous environmental analysis are filed and stored so as to be available for assisting public involvement efforts in subsequent environmental analysis.

2. "Planning" is utilized to coordinate OCS activities with State and local governments.

3. Tiering (40 CFR 1508.28) is used to narrow the range of issues and alternatives that must be dealt with in site-specific environmental analysis.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 12
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 12

II. Component Specifics: None

NEW ORLEANS OCS OFFICE

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 5
B.	Adjustments	
	1. Base increase for FEORP	+ 9
C.	FY 1981 AWP Cost Target	$ 14

II. Component Specifics:

A. Base increase of $9 is provided to cover a total of .5 WM for the development and implementation of your Federal Equal Opportunity Recruitment Program. The use of this additional allocation is restricted to the development of a comprehensive FEORP Plan and positive recruitment and hiring efforts to improve the percentage of minorities and women in your office.

B. Plan for attendance at National EEO Conferences.

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 70
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 70

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments.

DATE: 8/21/80

STATE: NEW ORLEANS OCS

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $95

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST					2300															
FY 1981 BASE					1458															
ONE-TIME ADJUST.					+267															
BASE ADJUSTMENT																				
FY 81 AWP COST TARGET					1725															

004

DATE: 8/21/80

STATE: NEW ORLEANS OCS

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	2600	1800		2200			2200														
FY 1981 BASE	21	12		5			70														
ONE-TIME ADJUST.																					
BASE ADJUSTMENT				+ 9																	
FY 81 AWP COST TARGET	21	12		14			70														

PACIFIC OCS OFFICE - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is 33.
- Your EOY other than full-time-permanent (OTFTP) position ceiling is 7.
- See General Directives for instruction concerning organization and manpower.

/ 4120 - ENERGY OFFSHORE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 916
B.	Adjustments	
	1. One-time increase for work months	+ 59
C.	FY 1981 AWP Cost Target	$ 975

II. Component Specifics:

A. Continue implementation of the Intergovernmental Planning Program for OCS Oil and Gas Leasing, Transportation and Related Facilities by completing the following RTWG products during FY 1981:

1. Phase I Status Report for proposed central and northern California Sale 53.

2. Phase I recommendations for Southern California (68) and California (73).

3. Continuing work on Regional Transportation Management Plan for leases in Santa Barbara Channel areas; completion of maps of sensitive or use conflicted areas, preliminary selection of corridors for study, identification of information maps.

B. Plan one work month for review of and comment on a NOAA marine sanctuary environmental statement.

C. Provide for participation of named individuals on the following development work groups (P OCS to pay travel/per diem).

1. Tye Roy - Programmatic Memorandum of Agreement (PMOA) with the Advisory Council on Historic Preservation (Headquarters, 1 week).
2. Tye Roy - Leader of group to develop Marine Cultural Inventory Manual (8112) (New Orleans, Los Angeles and New Orleans, 4 weeks).
3. Tye Roy - second symposium on Coastal and Ocean Management (Hollywood, Florida, 1 week).

PACIFIC OCS OFFICE

/ 4410 PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 21
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 21

II. Component Specifics:

A. In upland planning under FLPMA, the Bureau is moving toward systematic and tiered planning which will enable the referencing of previously done work, rather than start each environmental analysis from scratch. By mid-year 1981 each OCS Office shall provide to the Office of Planning, Inventory and Environmental Coordination (through AD-Energy and Minerals) an outline or report of mechanisms by which:

1. Issues and records of affected interests of previous environmental analysis are filed and stored so as to be available for assisting public involvement efforts in subsequent environmental analysis.

2. "Planning" is utilized to coordinate OCS activities with State and local government.

3. Tiering (40 CFR 1508.28) is used to narrow the range of issues and alternatives that must be dealt with in site-specific environmental analysis.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 18
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 18

II. Component Specifics: None

PACIFIC OCS OFFICE

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 3
B.	Adjustments	
	1. Base increase for FEORP	+ 11
C.	FY 1981 AWP Cost Target	$ 14

II. Component Specifics:

A. Base increase of $11 is provided to cover .5 WM for the development and implementation of your Federal Equal Opportunity Recruitment Program. The use of this additional allocation is restricted to the development of a comprehensive FEORP Plan and positive recruitment and hiring efforts to improve the percentage of minorities and women in your office.

B. Plan for attendance at National EEO Conferences.

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 122
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 122

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments.

DATE: 8/21/80

STATE: PACIFIC OCS

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $85

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST					2300															
FY 1981 BASE					916															
ONE-TIME ADJUST.					+59															
BASE ADJUSTMENT																				
FY 81 AWP COST TARGET					975															

004

DATE: 8/21/80

STATE: PACIFIC OCS

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	1500	2200		2300			2300														
FY 1981 BASE	21	18		3			122														
ONE-TIME ADJUST.																					
BASE ADJUSTMENT				+ 11																	
FY 81 AWP COST TARGET	21	18		14			122														

005

SERVICE CENTER - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is: 487

- Your FTP FY 1981 T/O includes a tentative increase of 3 positions which are funded in your base. These positions are allocated for the following programs:

Program	Positions
Wildlife Habitat Management	+ 1
Soil, Water, and Air Management	+ 2
Total	+ 3

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 220.

- See General Directives for instruction concerning organization and manpower.

/ EVALUATION /

Plan to have Fred Martinson and Gene Russell serve as team members on the ADP Evaluation scheduled for October 6 - December 26, 1980.

Plan to have Ralph Marker serve as a team member on the Budget Development and Implementation Evaluation scheduled for October 6 - December 26, 1980.

Plan to have David Strunk serve as a team member on the Resources Inventory Evaluation scheduled for January 5 - March 27, 1981.

Plan to have Ed Dettman serve as a team member on the Evaluation Study scheduled for May 19-30, 1981.

SERVICE CENTER

/ PROCUREMENT PLANNING /

D-220 - Plan six (6) months and two (2) trips to the HQ (1 week each) in support of the Word Processing System Procurement WAR.

D-415C- Phil Schryver is to plan 1/2 work month to assist the HQ in the development and preparation of the Bureau's reprographic and printing management manual.

D-551 - Dave Lyons is to plan one-half work month and one (1) trip to HQ (2 weeks) to work on Consolidation of Procurement Reporting Systems and Development of Clause Book WARs.

D-551 - Plan on one (1) person and one (1) work month and one (1) trip (3 weeks) to support the Utah Administrative Procurement Review (with HQ (852) providing the other person); and two (2) people for a total of two (2) work months and one (1) trip (3 weeks) for the Idaho Administrative Procurement Review.

/ 2110 - BUILDING CONSTRUCTION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 225
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 225

II. Component Specifics:

See Construction & Maintenance Assistance General Directive.

/ 2120 - RECREATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 20
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 20

II. Component Specifics: None

SERVICE CENTER

/ 2130 - TRANSPORTATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 145
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 145

II. Component Specifics: None

/ 2140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustments ($000):

A.	FY 1981 AWP Base	$ 80
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 80

II. Component Specifics: None

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 46
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 46

II. Component Specifics: None

/ 2220 - RECREATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 7
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 7

II. Component Specifics: None

/ 2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 10
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 10

II. Component Specifics: None

/ 4112 - COAL /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ -0-
B.	Adjustments	
	1. One-time increase for technical investigations	+ 805
	2. One-time increase for (74) work months associated with technical investigations	+ 208
C.	FY 1981 AWP Cost Target	$ 1,013

II. Component Specifics:

A. Plan to perform the following work during FY 1981 associated with the Automated Coal Lease Data System (ACLDS).

1. Maintain the coal data files and computer programs.

2. Semi-annually reorder and revise the data elements in the Automated Coal Lease Data System as requested by Office of Coal Management.

3. Conduct the semi-annual updates of the ACLDS within the time-frames established by the BLM/GS Subgroup.

4. Respond to all requests for non-proprietary ACLDS data in a timely manner.

5. Assist all ACLDS data users (especially direct on-line users) if assistance is requested.

6. Conduct training sessions for all direct on-line users of the ACLDS that request training.

7. On a bi-monthly basis, provide the BLM State Offices and OCM with samples of how the ACLDS can be utilized at the State and/or district level. This would require developing computer generated statistical tables.

8. Assist OCM in developing a direct on-line user workshop which would examine the ACLDS data elements and provide the users with information on how to best utilize the system in their State.

SERVICE CENTER

9. As identified in a work assignment record (WAR):

   a. Update data in the acreage/ownership file;
   b. Define detailed requirement needed to improve the system; and
   c. Design, program and develop a new system based on the definitions.

10. Respond to all requests submitted on the Form 1265s.

11. Examine other available data systems and determine if there is a system which would satisfy the needs of the ACLDS better than the present REX system.

12. As identified in a WAR, design and develop an acceptable alternative method of updating the ACLDS.

13. As identified in a WAR, design, program and develop a system to monitor the scheduling of the land-use planning and activity planning efforts of the bureau.

B. Perform all work on the ACLDS identified in the memorandum addressed to the Director, DSC from the Assistant to the Director for Coal Management, dated February 12, 1980.

C. Submit in your FY 1981 AWP, a detailed breakdown of your WM capability to support the ACLDS system as outlined above and for other direct support of the coal management program excluding your work related to technical investigations (EMRIA). This information will be used to establish a FY 1981 base cost target. Technical investigations will be funded as a one-time increase. See General Subactivity Directives concerning technical investigations in FY 1981. Indicate additional funding and position needs. A request for additional positions must be accompanied by a detailed statement of how each position would be used.

D. Your FY 1981 total cost target for technical investigations is all one-time, and has been decreased 10% from your FY 1980 level for reasons stated in both the General Subactivity Directives and the following specific direction.

   1. Within this target figure list by priority technical investigations which the Special Studies staff feel are necessary to fill information gaps which they have identified. The Office of Coal Management is relying on the experience and technical expertise which the Division of Special Studies has acquired over the past five years of direct contact with the State Offices in the Bureau's coal management program to identify and coordinate data, information, and user assistance needs at the multi-state and coal region levels

SERVICE CENTER

2. All investigations and assistance programs identified for FY 1981 should be accompanied by a needs justification and the rationale for conducting the study at the Service Center level rather than at the State level. Information requested in the general subactivity directives and Instruction Memorandum No. WO-80 should also be included in your AWP submissions.

3. Procurement costs in excess of the target figure should be treated similarly to those described above. Approval by the Headquarters Office will be based on availability of funds and their importance in meeting the overall Federal coal management schedule.

4. In addition the Division of Special Studies is to plan to supply the following direct assistance to the Office of Coal Management:

   - Five work-months for completing the coal area hydrology model development effort (involving the scientist exchange program effort with the USGS) in Montana.

   - Five work-months for providing hydrologic data analysis assistance to the coal states and regional coal EIS teams. Utilize the expertise the Division of Special studies has acquired through the development of the precipitation - runoff model and other data analyses tools (e.g. repression correlation), to bring the individual field offices to a level of competence necessary to meet their objectives, that is, meet the coal program schedules. DSC, Division of Special Studies is to insure that the latest state-of-the-art for predictive tools are available to the field office staffs at the time needed and in a form understandable and usable to them.

   - Eight work-months for assisting the OCM in contracting the coal area hydrology investigations being conducted by the Geological Survey (GS) for the coal management program. This will involve a liaison between the State Offices needing investigations and the GS-Water Resources Division. Incorporate State funds into one overall contract and assist the State Offices in insuring deliverables are on schedule, technical reviews will meet a standard comparable for the entire coal region and amendments to the contract are quickly resolved. Additionally, in cooperation with the State Offices, identify hydrologic monitoring stations supported by 4112 funds which are no longer necessary for coal activity planning. Recommendations to discontinue particular surface water monitoring sites should be coordinated with HQ (211) and groundwater monitoring sites with both HQ (520) and HQ (211) to identify inventory data needs by other activities.

- Three work-months to conduct and complete an analysis on the cost effectiveness of the EMRIA program and the incorporation of product outputs into the Federal Coal Management Program.

E. Table 2 in the 4112-Coal General Directives is a list of technical investigations identified through the four year authorization process as necessary to the coal management program. The list was assembled by the Office of Coal Management with assistance from the SC staff. Your AWP should reference this list and identify all changes you intend to propose.

/ 4131 - MINERAL MATERIALS /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 103
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 103

II. Component Specifics: None

/ 4211 - ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 100
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 100

II. Component Specifics: None

/ 4212 - NON-ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 617
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 617

II. Component Specifics:

A. Component 36 - Mining Claim Recordation Plan to hold your Mining Claim Workshop in Denver on October 27, 1980. Three HQ personnel will attend the workshop to assist you.

SERVICE CENTER

/ 4310 - FOREST MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 75
B. Adjustments
1. Base decrease..... - 15
C. FY 1981 AWP Cost Target..... $ 60

II. Component Specifics:

A. Continue Forestry related WARs within program capability.

/ 4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 72
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 72

II. Component Specifics:

A. Provide support for the Adopt-A-Horse Program in the areas of data management and contractual services.

/ 4322 - GRAZING MANAGEMENT (COMPONENT 44) /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 48
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 48

II. Component Specifics:

A. The base is to be used to accomplish the WARs on Rangeland Monitoring, SVIM Development, and SVIM Public Participation.

SERVICE CENTER

/ 4333 - RECREATION AND VISUAL RESOURCE MANAGEMENT /

I. Cost Target Adjustment ($000):

A. FY 1981 Base	$	-0-
B. Adjustments		
1. One-time increase to complete priority recreation work	+	17
C. FY 1981 AWP Cost Target	$	17

II. Component Specifics:

A. Visual Resource Management (VRM)

1. Provide for one work month assistance from staff Landscape Architect Stan Specht for the purpose of planning and coordinating the Computer Graphics training to be held at the Denver Service Center November 17-21, 1980.

2. In addition, Mr. Specht should plan 1/2 work month to assist with the development of the VRM training package that is scheduled to take place in later winter in Denver. Close coordination with the Denver Service Center training staff and HQ VRM program leader will be necessary.

3. Mr. Specht should also plan on a 2-day meeting, tentatively scheduled for late November, to meet with the BLM/Forest Service representatives regarding the coordination of the two visual resource programs. Meeting place is Denver.

4. The one-time increase includes $5 for D-450 and $7 for D-534 to cover 1-1/2 work months for the DSC training staff to assist the HQ VRM program leader and various State Landscape Architects with the development of a detailed training package which would include a syllabus and notebook. This would also include time for preparation and assistance with delivery of the program to be performed in the early spring.

B. Recreation Management (Comp. 49, 50 and 51)

1. One-time increase includes one work month ($5) for Recreation inventory development work and consultation for Dave Strunk on the D-460 staff.

SERVICE CENTER

/ 4340 - SOIL, WATER AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 600
B. Adjustments
1. One-time increase..... + 625
C. FY 1981 AWP Cost Target..... $ 1,225

II. Component Specifics:

A. Water (52) $924

1. D-220 - one permanent full-time position $27

2. D-400 - one permanent full-time position to be placed in Coordinated Instream Flow Service Group $27

3. D-450 - Training Courses 7000-1 $12; 7000-2 $6; 7000-3 $6; Rainfall Simulation $174; NAWDEX $3; Colorado Salinity WM $67, installation of precipitation gauges $22, monitoring of existing gauges $120, inventory of geology, soils, vegetation and current land use on 19 basins $108; Saval Ranch Study $227; develop a water efficient rainfall simulator $75; Resource Hydrology Assessment Group $50

4. Two new permanent full-time positions are provided for water use inventory programs

B. Soil (53) $30 in D-460

C. Air (54) $30

1. Air Quality and Visibility Study $30 in D-440

2. Air Quality Training, Course No. 7100-1, National Advanced Resource Training Center, one participant allocated; submit name of nominee to HQ (202)

D. Earth Science (59) $241

1. D-420 Dam Safety Project $100
2. D-450 Groundwater basin investigation $100
3. D-450 Well site investigation $41

SERVICE CENTER

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 30
B.	Adjustments	
	1. Base increases for:	
	a. Aquatic resource inventory development	+ 35
	b. Added position (Cooperrider)	+ 35
	2. One-time increase for DRD development	+ 30
C.	FY 1981 AWP Cost Target	$ 130

II. Component Specifics:

A. Continue development of the terrestrial wildlife inventory system;
B. Utilize the $35 base increase to fund and establish a new, WAE fishery biologist position in D-460;
C. Initiate development of aquatic, wetland and fishery inventory programs, synchronized with terrestrial and IHICS;
D. Provide local office support (clerical, space and telephones) for Dick Kerr. His salary and travel costs will be funded by HQ (240);
E. Use the $30 one-time increase to continue development of DRD (D-210) for input of IHICS information to be stored compatible with SVIM; and
F. Use the $35 base increase to support an added permanent position for Dr. Allen Cooperrider in D-460. He is to finish the Trickle Mountain project and forage allocation research and assist with DRD and RET inventory programs. There are $5 in research funds held in HQ (602) for Trickle Mountain.

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ -0-
B.	Adjustments	
	1. One-time increase for fire information system	+ 90
	2. One-time increase for active micro-wave fuel moisture measuring device	+ 10
C.	FY 1981 AWP Cost Target	$ 100

II. Component Specifics:

A. Complete all WARS identified in the final WAR assignment list.

SERVICE CENTER

/ 4410 PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 74
B.	Adjustments	
	1. Base decrease	- 24
C.	FY 1981 AWP Cost Target	$ 50

II. Component Specifics:

A. Complete the assessment of training needs generated by the new Bureau planning system.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 8,314
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 8,314

II. Component Specifics:

A. Approved WARs are your highest priority items for development work.

B. Additional guidance will be furnished concerning the acquisition of State-level equipment.

C. Your cost target includes, as a priority item, continued funding of the Bureau dedicated telecommunication line net. It also provides funds for purchase of some telecommunication equipment. Before purchasing the multiplexors in the State Offices, analyze the potential for utilizing the Level 6's as communication concentrators and develop a cost comparison between that option and the CODEX purchases.

SERVICE CENTER

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A.	FY 1981 BASE	$ 1,267
B.	Adjustments	
	Base increase D-401	+ 54
	One-time increase D-401	+ 38
	Base increase D-410	+ 1
	Base increase D-411	+ 77
	One-time increase D-411	+ 185
	Base increase D-412	+ 114
	Base increase D-413	+ 75
	One-time increase D-414	+ 27
	One-time increase D-415	+ 133
	Base decrease D-440	- 1
	One-time increase D-440	+ 80
C.	FY 1981 AWP Cost Target	$ 2,050

II. Component Specifics:

A. D-401 Program your total cost target of $320 as follows:

	WM	Equipment	Procurement
Base	120		
One-time increase		$8	$30

Program by detail, 6 WM to D-411 for editorial review of cadastral training material to ensure compliance with acceptable cadastral survey practices and procedures.

B. D-410 Program your total cost target of $5 as follows:

	WM
Base	2

C. D-411 Program your total cost target of $420 as follows:

	WM	Procurement
Base	100	$ 1

C. D-411 (continued)

One-time increase as follows:

		WM (Non-Add)	Contract	Procurement
1.	WAR A/V, Cad. Survey Safety Training	(1)		$ 18
2.	WAR A/V, Coordinate Systems	(2)		$ 3
3.	WAR A/V, Omitted, Swampland and Islands	(3)		
4.	WAR A/V, Geodesy for Large Scale Surveys	(2)		
5.	WAR Non-Cadastral new hire training	(2)		
6.	WAR Publish History of Development of PLSS	(6)		$ 40
7.	WAR Finding the Law	(2)	$20	
8.	WAR A/V, Astronomical Observations	(2)	$15	
9.	WAR A/V, Public Relations for Cadastral Survey	(2)	$20	
10.	WAR A/V, State Plane Coordinate Systems	(3)		$ 1
11.	WAR Highway Curved Boundaries & Monuments	(3)		$ 1
12.	WAR A/V, Field Tablets	(2)	$12	$ 3
13.	WAR A/V, Field Note Preparation	(3)	$15	$ 4

On request, provide SOs training in doppler data reduction.
Program $10 for printing the Mineral Survey Procedures Manual.
Reproduce for inclusion in the Cadastral Survey Calculator Program User Manuals:

300 copies (4"x7"), newly developed HP programs ... $ 8
300 copies (4"x7"), NGS HP programs..... $ 9
100 copies (8-1/2"x11") BLM WANG 2200 programs..... $ 6

SERVICE CENTER

D. D-412 Program your base cost target of $510 into WM and procurement as needed.
(Program 4 WM for technical assistance on maps for the San Simon project in Arizona and the Drag Ridge Road project in Montana).

E. D-413 Program your total cost target of $180 into WM and procurement as needed.

F. D-414 Program your total cost target of $27 as follows:

	WM	Procurement
Base	None	
One-time increase	10	$ 3

Program 10 WM for technical assistance for the Riparian Specialists. Include $3 in your procurement plan for equipment maintenance, repair, and continued lease.

G. D-415 Program your total cost target of $133 as follows:

	WM	Procurement
Base	None	
One-time increase	48	$20

1. Include 30 WMs for cadastral survey land net data acquisition and compilation into a cartographic format for 150 phase "1-b", 1:100,000-scale maps under the Cooperative Agreements between the USGS and BLM on intermediate-scale mapping (DM 757, Chapter 2).

2. Plan 8 WMs of photo lab support for D-401 (Cadastral Survey Examination and Approval Staff) and D-412 (OCS). Include $20 for photo lab supplies for this requirement.

3. Plan 10 WMs to plan and coordinate the construction of land net plates for the National Mapping Program's 1:24,000/1:25,000-scale series, by State Offices, for USGS. This requirement is directed for accomplishment by the Interior Departmental Manual 757 DM 2.3B, C and 757 DM 2.7B. Planning should be geared toward an annual BLM production of approximately 4,700 1:24,000/1:25,000-scale quads per year.

SERVICE CENTER

H. D-440 Program your total cost target of $80 as follows:

	WM	Contract	Equipment	Procurement
Base	None			
One-time increase				
1. WAR Inertial Survey Data Recording Unit	1	$10	$ 7	
2. WAR Temp. Survey Marker (Radio Beacon)	3	$ 5		$ 9
3. WAR Auto Surveyor, Water Bdys Surveys	2			$ 5
4. WAR Permanent Monument Study	2	$13		$ 1
5. TA - Current Programs OCSL, OCST, OCS1M, OCS1P, OCS1U, OCS2A, OCS3B, OCS4B, OCS5B, OCS5G, OCS5G1, OCS5R, OCS8R, and WBO6M from Fortran to BASIC 2. Coordinate with D-412C	4			

I. D-555

1. Your base cost target is $375 for management and routine cadastral survey equipment system acquisition. The equipment to be acquired must be approved by the Cadastral Equipment Committee, and by the Director (720).
2. Complete monitoring system as outlined in IM 78-256.
3. Continue Seter writing policy and distribution of results.
4. Participate and chair Cadastral Equipment Committee. Schedule Fall 1980 meeting at Denver and Spring 1981 meeting.
5. Complete an acquisition schedule for FY 1981 identified equipment systems with D-551.
6. Cooperate with D-411 in holding the Landspan Seminar.
7. Cooperate with the National Research Council in its efforts to explain to land use managers the benefits to be gained from modernizing their land data systems.
8. Participate in the National Research Council's Committee on Geodesy Federal Mapping Task Force activities.
9. Provide the lead in developing a quarterly newsletter on survey instruments, SETER abstracts, instrument maintenance, systems techniques, and relative cost effectiveness.
10. Implement acceptance calibration required for new electronic equipment acquisitions and maintenance of existing systems.

SERVICE CENTER

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 106
B. Adjustments
1. Base decrease based on current level of funding Bureauwide..... - 21
C. FY 1981 AWP Cost Target..... $ 85

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent under separate cover.

B. Plan to participate in local, state, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCAI).

C. Plan for attendance at National EEO Conferences.

D. Within available funding, consider establishing one full-time EEO counselor.

/ 4730 - GENERAL ADMINISTRATION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 4,894
B. Adjustments
1. Base decrease (shift from 4700-Records Systems (240)..... - 270
C. FY 1981 AWP Cost Target..... $ 4,624

II. Component Specifics:

A. Your base is decreased from the FY 1980 total of $4,894 after Mid-Year Review adjustments (excluding $417 SLUC), to a FY 1981 total of $4,624.
B. Plan to initiate Archival records photography for development of the techniques to a production mode.
C. Plan to assist the Office of Information Systems in conducting a Records and Paperwork Systems Technical Review of Arizona, Nevada, New Mexico and Oregon.
D. Resubmit a proposed organization analysis for branching the Division of Records Systems as an extension of the establishment of the Recrods Improvement as a branch.

SERVICE CENTER

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 2,521
B.	Adjustments	
	1. One-time Bureauwide SLUC	+ 14,566
	2. One-time SLUC transfer from 4700	+ 417
	3. Base shift from 4730 (Records Systems (240)	+ 270
C.	FY 1981 AWP Cost Target	$ 17,774

II. Component Specifics:

A. Your base is increased from the FY 1980 total of $2,521 after Mid-Year Review adjustments (exclusive of $11,696 SLUC), to a FY 1981 total of $2,791 by shifting $270 Records Systems (240) funding from subactivity 4730.

B. The FY 1981 Bureauwide SLUC total for MLR is $14,983. It should all be established in subactivity 4800. The $417 previously identified in subactivity 4700 should be transferred to 4800.

C. D-410 - Division of Survey and Mapping

1. Plan attendance for two persons to the USGS/BLM Coordination Meeting on mapping and photography at the USGS National Center.

2. Provide 1 WM in continual membership and attendance at High Altitude Photography Steering Committee meetings.

3. Provide 5 WMs for necessary field assistance in photo-interpretation (P.I.) training requested by State Offices, conduct and participate in the BLM/American Society of Photography (ASP) Workshop on Aerial Photography Applications and Uses, attend the annual convention of the ASP/ACSM and conduct a one-day P.I. Workshop during the week of February 22-27, 1981; attend and participate in the Eighth Biennial Workshop on Color Aerial Photography in the plant sciences, and provide assistance upon request on special projects such as Riparian and Aquatic Inventories.

4. Provide 18 WMs in Photographic Activities including NCIC input, other information requirements and review of the BLM/USGS EROS Data Center Agreement.

5. Provide 5 WMs for contractual assistance, photo inspection, review of qualifications and on-site inspection of new contraction facilities, equipment and personnel for photo projects.

6. Schedule 1 WM for modification of training materials and instruction at the Phoenix Training Center. Plan for two instructors for two weeks in Phoenix - travel costs to be paid by the Training Center.

7. Plan 1 WM for preparation and coordination of Cartographic Workshop.

D. D-414 - Branch of Photography

1. Provide 25 WMs of photogrammetric technical assistance to State Offices. Include $10 to upgrade digital output recording devices for the Zeiss F-2 Planitop stereoplotter in your procurement plan.

2. Plan attendance for one person to the proposed USGS-sponsored Federal-agency conference on digital mapping (USGS Memorandum dated May 14, 1980).

3. Plan 4 WMs for cadastral survey field support by D-412 to provide geodetic control surveys for SO requested photogrammetric technical assistance.

4. Plan 2 WMs for development of and/or conversion of photogrammetric computer programs for use on D-414's WANG System 2200. Include $15 for system upgrade in your equipment budget.

5. Plan 1 WM to complete MOU between BLM/FS/USGS for Bureau acquisition of USGS Digital Elevation Model tapes (DEM). Program $10 for acquisition of 1,250 7-1/2 minute format quads in your procurement plan.

E. D-415 - Branch of Cartography

1. Plan 197 WMs to produce the following National Mapping Program products:

   a. 44 1:100,000-scale Mineral Management Maps.

   b. 3 1:500,000-scale surface edition State Maps (Oregon, Idaho and Montana) for publication.

   c. 685 1:24,000-scale orthophoto quad land nets for State Office SVIM support.

   d. Include $220 for contract printing or USGS printing in your procurement plan for 110 1:100,000-scale maps.

SERVICE CENTER

2. Provide 28 WMs of photolab support for State Offices, HQ (142) (Office of Special Projects) and miscellaneous SC as follows:

a.	State Offices	25 WMs
b.	HQ (142)	2 WMs
c.	Miscellaneous Service Center	1 WM

Plan $100 for photolab supplies for this requirement, production of Mineral Management Maps, State Maps, and orthophoto quad land nets in your procurement plan.

3. Plan the acquisition of 1:500,000-scale negative separation base plates for Colorado, Nevada, and Washington State maps. Coordinate the compilation of thematic layers by the State Offices.

4. Plan $50 for SBA contract funds for contract scribing and contract photolab support for state surface ownership maps.

5. Plan for one person to attend the ASP/ACSM Fall Technical Convention in Niagara Falls, New York.

6. Plan training for two photolab employees at the Eastman Kodak Company in Rochester, New York.

7. Program $85 in your equipment budget for aerial photography reproduction equipment to broaden in-house capability and increase production in support of field requirements.

Priority	Equipment	Cost
1.	Durst - L 1800/CLS 2000 DICHROIC Color/B&W Photo Enlarger	$30
2.	Kodak 451-R Positive to Position Processor for Color Infrared (CIR film)	40
3.	Automatic roll transport system for existing Log Etronics Mark IV Printer	7
4.	Aerial Film Reviewing Table (Motor driven)	8
	Total	$85

SERVICE CENTER

/ 9800 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base.....	$ 70
B.	Adjustments.....	None
C.	FY 1981 AWP Cost Target.....	$ 70

II. Component Specifics:

A. D-411 - Program your specific cost target of $25 for necessary WM, contracts, equipment and procurement in support of ongoing training which benefit the Forest Service.

B. D-412 - Program your specific cost target of $35 for continued support of backlog projects for the Forest Service. See Cadastral Survey General Directives paragraph (b) for possible additional funding for work on backlog Forest Service Surveys.

C. D-413 - Program your specific cost target of $10 for the completion of the office preparation of field notes and plats for surveys which are field completed. See Cadastral Survey General Directives paragraph (b) for possible additional funding for work on backlog Forest Service Surveys.

DATE: 8/21/80

STATE: SERVICE CENTER

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $645

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST		2800				1600			1800	1800	1800	2700	2100	2100			4500	2600	4000	3000
FY 1981 BASE		-0-				103			100	617	-0-	75	72	48			-0-	600	30	-0-
ONE TIME ADJUST.		+1013															+17	+625	+30	+100
BASE ADJUSTMENT												-15							+70	
FY 81 AWP COST TARGET		1013				103			100	617	-0-	60	72	48			17	1225	130	100

DATE: 8/21/80

STATE: SERVICE CENTER

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	3400	2300	2300	2500	1800		2500														
FY 1981 BASE	74	8314	1267	106	4894		2521	225	20	145	80	46	7	10							70
ONE-TIME ADJUST			+463				+14,983														
BASE ADJUSTMENT	-24		+320	-21	-270		+270														
FY 81 AWP COST TARGET	50	8314	2050	85	4624		17,774	225	20	145	80	46	7	10							70

023

BIFC - SPECIFIC DIRECTIVES

/ TABLE OF ORGANIZATION /

- Your FTP T/O for FY 1981 is 32.
- Your EOY other than full-time permanent (OTFTP) position ceiling is 199.
- See General Directives for instruction concerning organization and manpower.

/ CONSTRUCTION AND MAINTENANCE ASSISTANCE SCHEDULED (D-420) /

In FY 1981, the SC is planning to assist you on the projects listed below and shown in the General Directive. You will be contacted relative to scheduling and information to be submitted to them so that assistance can be provided.

Activity	Project Name	Remarks
(See attached sheets)		

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 196
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 196

II. Component Specifics: None

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 828
B.	Adjustments	
	1. One-time increase for National Fire School travel support	+ 25
	2. One-time increase for operation & maintenance manuals	+ 1
	3. One-time increase for fiberglass truck body	+ 4
	4. One-time increase for DFMO fire management performance standards and DFMO training session	+ 18
	5. One-time increase for specifications for certrifugal pump	+ 5
C.	FY 1981 AWP Cost Target	$ 881

II. Component Specifics:

A. Plan on participating in the following:
1. Bureau Fire Equipment Committee (1 WM)
2. NWCG Qualification and Certification Working Team (.5 WM)
3. NWCG Fire Equipment Working Team (.5 WM)

B. Provide field assistance and maintenance for ALDS and RAWS.

C. Complete the WARS as identified in the tables at the end of the BIFC Specific Directives.

/ 4420 - DATA MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 35
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 35

II. Component Specifics:

A. Program support as specified in the AWP directives.

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 56
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 56

II. Component Specifics:

A. Instructions on developing FY 1981 Affirmative Action Plan will be sent out under separate cover.

B. Plan to participate in local, state, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conferences.

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 543
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 543

BIFC

II. Component Specifics:

A. Your base remains at the FY 1980 total after Mid-Year Review adjustments.

B. Prepare a budget to implement the Aviation Management Operation in accordance with findings and recommendations in the BIFC study.

FY 1981 TECHNICAL ASSISTANCE DSC, ENG DIV. (D-420)

STATE BIFC STATE CONTACT PERSON Bill Stringer

Project Name	Estimated Work-Months (by discipline)	Total Estimated Work-Months	Narrative
Shop	Arch. ½ EE 2 Struct. 1	3 1/2	This is a 60X100 rigid frame building that is presently being erected under the YACC program. Foundation and floor plan design has been completed but electrical design is needed. Additional architectural and structural assistance will be required for the interior design and second floor details.

FY 1981 TECHNICAL ASSISTANCE

STATE BIFC STATE CONTACT PERSON Bill Stringer

Project Name	Estimated Work-Months (by discipline)	Total Estimated Work-Months	Narrative
National Weather Service Office	Arch ½ EE ½ ME ½ CE ½	2	The National Weather Service (NWS) is attempting to get funding for construction of a portion of the proposed new Administration Building. The result would be phasing of the construction. BLM would be responsible for design. The time-frame is preliminary engineer planning in FY 81 - design in FY 82 - construction in FY 83-84.

RECEIVED JUN 19 Div. of Eng. DSC

FY 1981 TECHNICAL ASSISTANCE

STATE BIFC STATE CONTACT PERSON Bill Stringer

Project Name	Estimated Work-Months (by discipline)	Total Estimated Work-Months	Narrative
Aircraft Shade Structure	Struct. 2 EE 1	3	Design foundation and electrical for a Forest Service funded pre-engineered metal structure.

Form 1630-13
(April 1973)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

WORK ASSIGNMENT RECORD

Assignment Number

INSTRUCTIONS

Submit original to Director (510). A machine copy of approved assignment will be returned to originator.

Project Title Operation and Maintenance Draft Manual for Pressure Water Expansion Project

[X] 81 FY Annual Work Plan | [X] Supplemental to AWP | [ ] Continuing Project * ___% completed prior to this FY 100% to be completed this FY

Initiated at [ ] W.O. [X] BIFC/SO [ ] DSC [ ] PSC

Office	Division	Staff
BIFC	Fire Management	Equipment

WO (510) ONLY	DATE	
Priority Number	Beginning 10/1/80	Completed 6/1/81

Estimated Man-Months (*List each staff separately*)
BIFC 6 W/M's

Total 6 W/M's

Objective statement – state specifically the precise objective

Prepare draft operation and maintenance manual for Pressure Water Expansion System.

Background data – give relationship to other on-going or preceding projects, needed future projects, sources of reference, etc. If supplemental project, identify project to be replaced or deferred.

A prototype pressure water expansion slip-on pumper was constructed in FY 1980. A operation and maintenance manual must be drafted for review.

Recommended procedure

1. Prepare draft.
2. Submit to field for comment.
3. Final prepared in FY 1982.

Recommended by (*signature*) | Date

Approved by (*signature*) 007 | Date

* *Progress will be reported as percentage of work planned which has been completed. For example, if a project takes 3 years to complete and 1/3 of the work is planned in each year, report 100% completion for the year in which 1/3 of the total project has been completed.*

GPO 847-181

Form 1630-13
(April 1973)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

WORK ASSIGNMENT RECORD

Assignment Number

INSTRUCTIONS

Submit original to Director (510). A machine copy of approved assignment will be returned to originator.

Project Title FY 1979 Slip-on Pumper Operation and Maintenance Manual (Final)

[X] 81 FY Annual Work Plan	[X] Supplemental to AWP	[ ] Continuing Project * 50% completed prior to this FY 50% to be completed this FY

Initiated at	Office	Division	Staff
[ ] W.O. [X] BIFC/SO [ ] DSC [ ] PSC	BIFC	Fire Management	Equipment

WO (510) ONLY	DATE	
Priority Number	Beginning 10/1/80	Completed 4/1/81

Objective statement – state specifically the precise objective

Prepare a print final standard slip-on operation and maintenance manual.

Estimated Man-Months (*List each staff separately*)

BIFC 4½ W/M's

Total 4½ W/M's

Background data – give relationship to other on-going or preceding projects, needed future projects, sources of reference, etc. If supplemental project, identify project to be replaced or deferred.

The first draft was put out for field use and comment during FY 1980. The final version will include comments and suggestions made by users during the 1980 field season.

Recommended procedure

1. Review field comments.
2. Revise FY 1980 draft.
3. Final review.
4. Print for distribution.

Recommended by (*signature*)	Date
Approved by (*signature*) 008	Date

* *Progress will be reported as percentage of work planned which has been completed. For example, if a project takes 3 years to complete and 1/3 of the work is planned in each year, report 100% completion for the year in which 1/3 of the total project has been completed.*

GPO 847-181

Form 1630-13
(April 1973)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

WORK ASSIGNMENT RECORD

Assignment Number

INSTRUCTIONS

Submit original to Director (510). A machine copy of approved assignment will be returned to originator.

Project Title Centrifugal Pump Specifications

[X] 81 FY Annual Work Plan | [X] Supplemental to AWP | [ ] Continuing Project * ___% completed prior to this FY 100 % to be completed this FY

Initiated at [ ] W.O. [X] BIFC/SO [ ] DSC [ ] PSC

Office	Division	Staff
BIFC	Fire Management	Equipment

WO (510) ONLY	DATE	
Priority Number	Beginning	Completed
	10/1/80	1/1/81

Objective statement – state specifically the precise objective

Complete a specification and drawings package for the BLM standard slip-on unit.

Estimated Man-Months (*List each staff separately*)

BIFC 3¼ W/M's

Total 3¼ W/M's

Background data – give relationship to other on-going or preceding projects, needed future projects, sources of reference, etc. If supplemental project, identify project to be replaced or deferred.

Districts have requested an optional specification for a standard centrifugal pumper. A prototype was designed and constructed at BIFC during FY 1980. The unit was delivered to Oregon for testing prior to finalization of specifications.

Recommended procedure

1. Prepare specifications and drawings from prototype centrifugal pumper.

Recommended by (*signature*) | Date

Approved by (*signature*) 009 | Date

* *Progress will be reported as percentage of work planned which has been completed. For example, if a project takes 3 years to complete and 1/3 of the work is planned in each year, report 100% completion for the year in which 1/3 of the total project has been completed.*

GPO 847-181

Form 1630-13
(April 1973)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

WORK ASSIGNMENT RECORD

Assignment Number

INSTRUCTIONS

Submit original to Director (510). A machine copy of approved assignment will be returned to originator.

Project Title Fiberglass Utility Body Evaluation

[X] 81 FY Annual Work Plan	[X] Supplemental to AWP	[ ] Continuing Project * ___% completed prior to this FY; 90 % to be completed this FY

Initiated at	Office	Division	Staff
[ ] W.O. [X] BIFC/SO [ ] DSC [ ] PSC	WO-740/BIFC	Fire Management	Equipment

WO (510) ONLY	DATE	
Priority Number	Beginning 10/1/80	Completed 11/30/80

Objective statement – state specifically the precise objective

Purchase, install, test, and evaluate one fiberglass utility body for the 11,000 GVW truck.

Estimated Man-Months (*List each staff separately*)

BIFC 2 W/M's
WO ¼ W/M's

Total 2¼ W/M's

Background data – give relationship to other on-going or preceding projects, needed future projects, sources of reference, etc. If supplemental project, identify project to be replaced or deferred.

The existing 11,000 GVW fire vehicles are equipped with steel utility bodies. These are heavy and are not holding up well. We need to evaluate a fiberglass body to provide less weight and longer life.

Recommended procedure

1. Purchase 11,000 GVW fiberglass utility body.
2. Install on BIFC vehicle.
3. Test and evaluate in various Districts during the 1981 fire season.
4. Prepare final evaluation report for Post Season Fire Review.

Recommended by (*signature*)	Date
Approved by (*signature*) 010	Date

* *Progress will be reported as percentage of work planned which has been completed. For example, if a project takes 3 years to complete and 1/3 of the work is planned in each year, report 100% completion for the year in which 1/3 of the total project has been completed.*

GPO 847-181

Form 1630-13
(April 1973)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

WORK ASSIGNMENT RECORD

Assignment Number

INSTRUCTIONS

Submit original to Director (510). A machine copy of approved assignment will be returned to originator.

Project Title Standard Centrifugal Pump Operation and Maintenance Manual Draft

[X] 81 FY Annual Work Plan

[X] Supplemental to AWP

[ ] Continuing Project * ___% completed prior to this FY 100% to be completed this FY

Initiated at [ ] W.O. [X] BIFC/SO [ ] DSC [ ] PSC

Office	Division	Staff
BIFC	Fire Management	Equipment

WO (510) ONLY	DATE	
Priority Number	Beginning	Completed
	10/1/80	6/1/81

Objective statement – state specifically the precise objective

Prepare draft operation and maintenance manual for centrifugal pump package.

Estimated Man-Months (*List each staff separately*)

BIFC 6 W/M's

Total 6 W/M's

Background data – give relationship to other on-going or preceding projects, needed future projects, sources of reference, etc. If supplemental project, identify project to be replaced or deferred.

A prototype centrifugal pump package was designed and constructed during FY 1980. The unit is presently being field tested. A operation and maintenance manual must be drafted for review.

Recommended procedure

1. Prepare draft.
2. Submit to field for review.
3. Final prepared in FY 1982.

Recommended by (*signature*) | Date

Approved by (*signature*) | Date

011

* *Progress will be reported as percentage of work planned which has been completed. For example, if a project takes 3 years to complete and 1/3 of the work is planned in each year, report 100% completion for the year in which 1/3 of the total project has been completed.*

GPO 847-181

Form 1630-13
(April 1973)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

WORK ASSIGNMENT RECORD

Assignment Number

INSTRUCTIONS
Submit original to Director (510). A machine copy of approved assignment will be returned to originator.

Project Title District Fire Management Officer Training

[X] 81 FY Annual Work Plan	[X] Supplemental to AWP	[ ] Continuing Project * 10 % completed prior to this FY; 80 % to be completed this FY

Initiated at	Office	Division	Staff
[X] W.O. [X] BIFC/SO [ ] DSC [ ] PSC	BIFC	Training	Branch of Training Development

WO (510) ONLY	DATE	
Priority Number	Beginning	Completed
	4/1/80	3/1/82

Objective statement – state specifically the precise objective
Develop a training program for the District Fire management Officer position.

Estimated Man-Months *(List each staff separately)* NV - 2 W/M's

BIFC	- 19 W/M's	WO	- .5 W/M's
AZ	- .25 "	NM	- .25 "
CA	- .75 "	OR	- 1.25 "
CO	- .75 "	UT	- 1 "
ID	- 1.5 "	WY	- .25 "
MT	- .5 "		

Total 30 W/M's

Background data – give relationship to other on-going or preceding projects, needed future projects, sources of reference, etc. If supplemental project, identify project to be replaced or deferred.

See attached Narrative.

Recommended procedure

A Steering Group will work during FY 1980 and continue into FY 1981 to assist the Division of Training to analyze existing materials and existing situation of the DFMO training needs to select and develop priority performance oriented training for the DFMO. Mini workshops, interviews, and surveys will be used to produce performance oriented objectives and develop instructional training materials. Late in FY '81 or early FY '82 the detail of the DFMO training session will be determined. DFMO participation will be stratified based upon perceived needs. The DFMO training session would be conducted in Feb. or March of FY '82 which will be a cont. of this WAR.

Recommended by *(signature)*	Date
Approved by *(signature)*	Date

012

* *Progress will be reported as percentage of work planned which has been completed. For example, if a project takes 3 years to complete and 1/3 of the work is planned in each year, report 100% completion for the year in which 1/3 of the total project has been completed.*

GPO 847-181

BIFC

WAR - District Fire Management Officer Training:

Background Data:

The purpose of this WAR is to develop a District Fire Management Officer Training Program.

Utilize the comprehensive data developed by Applied Science Associates, which was presented at the District Fire Management Officer (DFMO) course held at BIFC in 1977. This data included a task analysis for the DFMO position which was reviewed and revised by the participants.

Utilize the survey and inventory material collected by the ongoing Fire Management Study being developed by BIFC Division of Training. This information is more comprehensive and detailed in performance terms than the 1977 task analysis and is product oriented.

DFMO training was identified as a priority training need by State FMOs in the spring of 1980. This priority was assigned because of the high turnover rate of DFMOs and state-of-art advancements

Form 1630-13
(April 1973)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

WORK ASSIGNMENT RECORD

Assignment Number

INSTRUCTIONS

Submit original to Director (510). A machine copy of approved assignment will be returned to originator.

Project Title Job Performance Requirements - District Fire Management Officer

[X] 81 FY Annual Work Plan

[X] Supplemental to AWP

[X] Continuing Project * 40 % completed prior to this FY, 60 % to be completed this FY

Initiated at [ ] W.O. [X] BIFC/SO [ ] DSC [ ] PSC

Office: BIFC

Division: Training

Staff: Branch of Training Development

WO (510) ONLY	DATE	
Priority Number	Beginning 3/1/79	Completed 10/15/81

Estimated Man-Months (*List each staff separately*)

Div. of Training BIFC - 32 W/M's
Other BIFC - 5 W/M's
WO (740) - .5 W/M's
Each State except ESO - .5 W/M's
(total 5.5 W/M's for SO's)

Total 43 W/M's

Objective statement – state specifically the precise objective

Update and complete the job inventory data and job performance requirements for BLM fire management work.

Background data – give relationship to other on-going or preceding projects, needed future projects, sources of reference, etc. If supplemental project, identify project to be replaced or deferred.

See attached Narrative.

Recommended procedure

See attached Narrative.

Recommended by (*signature*) | Date

Approved by (*signature*) | Date

014

* *Progress will be reported as percentage of work planned which has been completed. For example, if a project takes 3 years to complete and 1/3 of the work is planned in each year, report 100% completion for the year in which 1/3 of the total project has been completed.*

GPO 847-181

BIFC

WAR - Job Performance Requirements - District Fire Management Officer

Background Data:

This WAR consists of two parts. Part A is to update and complete the job inventory data and job performance requirements for BLM fire management work.

Part B is to develop and implement a system to identify, collect, inventory, store, and retrieve fire management training materials and information. The work of this WAR compliments and is essential for the completion of the District Fire Management Officer WAR.

The fire management state-of-art work within BLM at the District level was inventoried, analyzed and JPR's written during FYs '79 and '80. The work done to date is rough. Line officer overview and analysis of this work is yet to be done in FY 1980 with recommendations relative to fire management direction. The FY 1981 extension of this project relates to line officer direction and updates and expands the best we can the job performance inventory, analysis, and JPR's for fire management work at every level of BLM activities (Part A).

The objectives of the Training Materials Inventory System, Part B, are:

1. Design the system using a minicomputer early in FY 1981, the system to provide for input and retrieval of material identified in terms of job performance, easy updating and maintenance, storage of hard copy, cataloging, and a method of duplication.

2. Identify, collect, analyze, and input materials to the system. This is open ended except for materials needed to support the District Fire Management Officer WAR.

Recommended Procedures:

Part A will be performed by Division of Training staff through field visits planned generally for the accomplishment in regular Division of Training work. It will be a continuing mode of operation to keep the FM Inventory and JPR data current. To do this some miniworkshops are needed at field locations. The time needed for this activity should decrease substantially in FY 1982.

Part B supports Part A by identifying existing training and other materials available equated to job performance requirements. This material then will be used by field personnel to upgrade overall fire management job performance.

To manage both Parts A and B a Bell and Howell Minicomputer (Apple plus education software) is needed at a cost of $4,000. Also needed is $4,000 to purchase and/or have reproduced hard copy of acquired training materials which then can be used by BLM field units.

DATE: 8/21/80

STATE: BIFC

SUBJECT: FY 1981 COST TARGET CONTROLS

TRAVEL CEILING: $215

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG W.M. COST																				2200
FY 1981 BASE																				828
ONE-TIME ADJUST.																				+53
BASE ADJUSTMENT																				
FY 81 AWP COST TARGET																				881

DATE: 8/21/80

STATE: BIFC

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST		2300		3300			3300														
FY 1981 BASE		35		56			543					196									
ONE-TIME ADJUST.																					
BASE ADJUSTMENT																					
FY 81 AWP COST TARGET		35		56			543					196									

017

HEADQUARTERS OFFICE - SPECIFIC DIRECTIVES

TABLE OF ORGANIZATION

- Your FTP T/O for FY 1981 is: 544

- Your FTP FY 1981 T/O includes a tentative increase of 9 positions which are funded in your base. These positions are allocated for the following programs:

Program	Positions
OCS	+ 3
Coal	+ 2 1/
Grazing Management	+ 2 *2/
Wild Horse and Burro Management	+ 1
Wildlife Habitat Management	+ 1
Total	+ 9

1/ Funding not yet included in base - office (620).
*2/ One position is allocated to office (200).

Please submit Form 1680-14 "Position Identification and Justification" for each proposed position increase. Final allocation of these positions will follow review and approval of the 1680-14.

- Your EOY other than full-time-permanent (OTFTP) position ceiling is 73.

- See General Directives for instruction concerning organization and manpower.

/ 2110 - BUILDING CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 9
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 9

II. Component Specifics: None

/ 2120 - RECREATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 7
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 7

II. Component Specifics: None

HEADQUARTERS OFFICE

/ 2130 - TRANSPORTATION CONSTRUCTION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 41
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 41

II. Component Specifics: None

/ 2140 - LAND AND EASEMENT ACQUISITION /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 47
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 47

II. Component Specifics: None

/ 2210 - BUILDING MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 16
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 16

II. Component Specifics: None

/ 2220 - RECREATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 7
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 7

II. Component Specifics: None

/ 2230 - TRANSPORTATION MAINTENANCE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 5
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 5

II. Component Specifics: None

/ 4112 - COAL /

I. Cost Target Adjustments ($000):

A. FY 1981 Base		$ 1,399
B. Adjustments		
1. One-time increase for coal program support from the following Headquarters Offices:		
a. Office of Planning, Inventory and Environmental Coordination (202)	+	24
b. Office of Recreation and Cultural Resources (420)	+	10
c. Office of Wilderness and Environmental Areas (430)	+	7
2. One-time increase for high altitude aerial photography coordinated by Deputy Director for Services (700)	+	33
C. FY 1981 AWP Cost Target		$ 1,473

II. Component Specifics:

A. The FY 1981 AWP base includes all subactivity 4112 costs associated with the Office of Coal Management and the Director's Office for FY 1981.

B. The one-time increase to the Office of Planning, Inventory and Environmental Coordination (202) is for technical support to the coal program on air quality matters.

C. The one-time increase to the Office of Recreation and Cultural Resources (420) is for technical support to the coal program on development of unsuitability criteria.

D. The one-time increase to the Office of Wilderness and Environmental Areas (430) is for technical support from that office, primarily for environmental analysis review.

E. The one-time increase to the Deputy Director for Services (700) is for the coal program portion of the Bureau's contribution for high altitude photography to be obtained by the U.S. Geological Survey.

F. An increase of two full-time positions has been tentatively included for the Office of Coal Management. The AWP submission is to include a justification for these positions. Funding for the positions has not yet been included in the base.

/ 4120 - ENERGY OFFSHORE /

I. Cost Target Adjustments ($000):

A. FY 1981 Base	$41,869
B. Adjustments	None
C. FY 1981 AWP Cost Target	$41,869

II. Component Specifics: None

HEADQUARTERS

/ 4211 ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 518
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 518

II. Component Specifics: None

/ 4212 - NON ENERGY RELATED REALTY /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 909
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 909

II. Component Specifics: None

/ 4213 - WITHDRAWAL PROCESSING AND REVIEW /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 182
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 182

II. Component Specifics: None

/ 4310 - FOREST MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 324
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 324

II. Component Specifics: None

HEADQUARTERS

/ 4321 - WILD HORSES AND BURROS /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $1,188
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $1,188

II. Component Specifics: None

/ 4322 - GRAZING MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $2,082
B. Adjustments
1. One-time increase for:
a. University of Wyoming (Phenology contract)..... + 9
b. Monitoring Study (SRM)..... + 100
C. FY 1981 AWP Cost Target..... $2,191

II. Component Specifics:

A. The permanent position ceiling has been increased by two positions.

SVIM Coordinator	Located at DSC
Program Analyst	Deputy Director, Lands & Resources (200)

/ 4331 - NATURAL HISTORY AND CULTURAL RESOURCES /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $ 376
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $ 376

II. Component Specifics: None

/ 4332 - WILDERNESS MANAGEMENT /

I. Cost Target Adjustments ($000):

A. FY 1981 Base..... $3,562
B. Adjustments..... None
C. FY 1981 AWP Cost Target..... $3,562

II. Component Specifics: None

/ 4333 - VISUAL RESOURCES AND RECREATION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 598
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 598

II. Component Specifics: None

/ 4340 - SOIL, WATER AND AIR MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$2,371
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$2,371

II. Component Specifics: None

/ 4350 - WILDLIFE HABITAT MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 721
B.	Adjustments	
	1. Base increases for:	
	a. T/E plants	+ 20
	b. Added position	+ 35
	2. One-time increases for:	
	a. Intergovernmental Personnel Act (IPA)	+ 35
	b. FWS wildlife information	+ 60
C.	FY 1981 AWP Cost Target	$ 871

II. Component Specifics:

A. Support establishment of a formal wildlife program training course at the Phoenix Training Center;
B. Continue development of Standard Habitat Sites;
C. Initiate work on an aquatic habitat classification system and continue support of wetland/riparian habitat management and protection using an added permanent aquatic biologist position;
D. Support Bureau Manual development and related policy for new planning system approaches, livestock grazing ESs and energy development;
E. Continue development of a T/E plant program; and
F. Complete a prototype contracting effort with the FWS and Colorado Division of Wildlife for an improved wildlife species data assimilation system.

HEADQUARTERS

/ 4360 - FIRE MANAGEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 300
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 300

II. Component Specifics: None

/ 4410 - PLANNING FOR MULTIPLE USE /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 891
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 891

II. Component Specifics: None

/ 4500 - CADASTRAL SURVEY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 645
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 645

II. Component Specifics: None

/ 4720 - EQUAL EMPLOYMENT OPPORTUNITY /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 554
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$ 554

HEADQUARTERS

II. Component Specifics:

A. Develop and issue instructions to field for preparation of FY 1981 Affirmative Action Plan.

B. Plan to participate in local, state, and regional conferences for women's and ethnic minority groups (e.g., FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, NCIA).

C. Plan for attendance at National EEO Conferences.

/ 4730 - GENERAL ADMINISTRATION /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$5,758
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$5,758

II. Component Specifics: None

/ 4740 - LAW ENFORCEMENT /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$ 203
B.	Adjustments	None
C.	FY 1981 AWP Cost Targets	$ 203

II. Component Specifics: None

/ 4800 - PROGRAM SERVICES /

I. Cost Target Adjustments ($000):

A.	FY 1981 Base	$14,428
B.	Adjustments	None
C.	FY 1981 AWP Cost Target	$14,428

II. Component Specifics: None

DATE: 8/21/80

STATE: HEADQUARTERS

TRAVEL CEILING: $2,357

SUBJECT: FY 1981 COST TARGET CONTROLS

	4111	4112	4113	4114	4120	4131	4132	4133	4211	4212	4213	4310	4321	4322	4331	4332	4333	4340	4350	4360
AVG. W.M. COST	2700	2700	2700	2700	4000	2700	2700	2700	2700	2700	2700	3100	3500	3500	2500	2500	2500	3400	3000	2800
FY 1981 BASE	354	1399	567	98	41,869	11	719	110	518	909	182	324	1188	2082	376	3562	598	2371	721	300
ONE-TIME ADJUST.		+74												+109					+95	
BASE ADJUSTMENT																			+55	
FY 81 AWP COST TARGET	354	1473	567	98	41,869	11	719	110	518	909	182	324	1188	2191	376	3562	598	2371	871	300

DATE: 8/21/80

STATE: HEADQUARTERS

SUBJECT: FY 1981 COST TARGET CONTROLS

	4410	4420	4500	4720	4730	4740	4800	2110	2120	2130	2140	2210	2220	2230	8100	8200	9200	9400	9600	9700	9800
AVG. W.M. COST	3200	3000	2800	3400	2600	2500	3400														
FY 1981 BASE	891	619	645	554	5758	203	14,428	9	7	41	47	16	7	5							
ONE-TIME ADJUST.																					
BASE ADJUSTMENT																					
FY 81 AWP COST TARGET	891	619	645	554	5758	203	14,428	9	7	41	47	16	7	5							

010

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Form 1279-3
(June 1984)

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